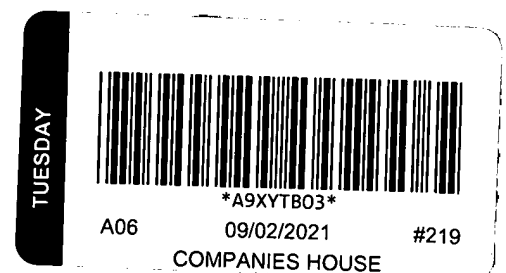


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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**



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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**REFERENCE AND ADMINISTRATIVE DETAILS**

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|  |   |
|--|---|
| <b>Members</b>                         | Mark Garthwaite (appointed 1 September 2019)<br>Ben Hazzledine<br>Mark Protheroe<br>Abigail Parrish<br>Paul Thompson<br>Tim Smith (appointed 5 March 2020)  |
| <b>Trustees</b>                        | Helen Brittain, Staff Trustee<br>Marcus Brittain, Staff Trustee<br>Nicholas Chambers (appointed 6 April 2020, resigned 31 August 2020)<br>Dawn Cooper (appointed 12 March 2020)<br>Mark Garthwaite, Chair<br>David Grant<br>Ian Green (appointed 12 March 2020)<br>Benjamin Hazzledine<br>Jeffrey Heskins<br>Simon Hinton, Staff Trustee<br>Helen Jenkin (appointed 12 March 2020)<br>Nigel Johnson (appointed 12 March 2020)<br>Jonathan Knowler, Headteacher/Accounting Officer (appointed 1 September 2019)<br>Paul Merrell<br>Abigail Parish, Vice Chair<br>Claire Salton (appointed 12 March 2020, resigned 31 August 2020)<br>Tim Smith (resigned 22 February 2020)<br>Shaun Stevenson (resigned 7 September 2020)<br>David Subden<br>Adam Watson<br>Pamela Watson (appointed 12 March 2020)<br>Daryl Wicks-Randy (resigned 22 February 2020) |
| <b>Company registered number</b>       | 07469546  |
| <b>Company name</b>                    | William Farr Church of England Comprehensive School   |
| <b>Principal and registered office</b> | Lincoln Road<br>Welton<br>Lincoln<br>Lincolnshire<br>LN2 3JB  |
| <b>Company secretary</b>               | Sally Coulter   |

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Senior leadership  
team**

Saskia Alcock, School Business Leader  
Susan Meggett, Associate Assistant Headteacher  
Nick Muir, Associate Assistant Headteacher  
Helen Bates, Assistant Headteacher  
Steven Ellis, Acting Deputy Headteacher  
Jane Grant, Assistant Headteacher  
Jules Hazzledine, Associate Assistant Headteacher  
Jonathan Knowler, Headteacher (Appointed 01/09/2020)  
Daniel White, Acting Deputy Headteacher

**Independent auditors**

Duncan & Toplis Limited  
Chartered Accountants and Statutory Auditors  
15 Chequergate  
Louth  
Lincolnshire  
LN11 0LJ

**Bankers**

HSBC Bank plc  
Lincoln Stonebow  
221 High Street  
Lincoln  
LN1 1TS

**Solicitors**

Legal Services  
Lincolnshire County Council  
County Offices  
Newland  
Lincoln  
LN1 1YT

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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The trustees are pleased to present their annual report together with the financial statements and auditors' report of the charitable company for the year 1. September 2019 to 31 August 2020. The annual report serves the purposes of both a trustees' report and a directors' report under company law.

The Trust operates as a Church of England Academy for pupils aged 11 to 18 serving a predominantly rural community, just north of Lincoln. The academy has a pupil capacity of 1,500 students aged 11-18 (300 students in the sixth form). It had a roll of 1,435 in the last school census.

**Structure, governance and management**

**a. Constitution**

The academy is a charitable company limited by guarantee and an exempt charity.

The charitable company's Memorandum of Association is the primary governing document of the academy.

The trustees of William Farr Church of England Comprehensive School are also the directors of the charitable company for the purposes of company law.

The charitable company is known as William Farr Church of England Comprehensive School.

Details of trustees who served during the year and to the date these accounts are approved, are included in the Reference and Administrative Details on page 1.

**b. Members' liability**

Each member of the charitable company undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a member, or within one year after they cease to be a member, such amount as may be required, not exceeding £10, for the debts and liabilities contracted before they ceased to be a member.

**c. Trustees' indemnities**

The academy has opted into the Department for Education (DfE)'s risk protection arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and provides cover up to £10,000,000.

**d. Method of recruitment and appointment or election of trustees**

Details of the trustees who served throughout the year, except as noted, are included in the Reference and Administrative details on pages 1-2.

The number of trustees is not less than three nor more than twenty three. The members may appoint up to 5 trustees. Other categories of trustees include foundation trustees appointed by the ex-officio foundation trustee, staff trustees elected by the staff, parent trustees elected by parents and co-opted trustees appointed by the trustees. The Headteacher is an ex-officio trustee as well as the incumbent or his/her nominee. Trustees serve for a four year term. The trustees appointed by the members and co-opted trustees appointments are based on a skills audit of the trustees to ensure that the trustees bring a rich skills profile to benefit the academy and its students.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Structure, governance and management (continued)**

**e. Policies adopted for the induction and training of trustees**

The Academy Trust is keen for all its trustees to receive training. This can range from induction training for new trustees, to training for specific responsibilities (e.g. exclusions, performance management, safeguarding) and new initiatives. Trustees are also encouraged to attend national and local conferences, and access local networking opportunities.

During the year, the Board received training on Ofsted and the new inspection framework, and safeguarding. Other training undertaken included: governor roles and responsibilities; understanding school structures and what children should learn; health and safety; admissions; handling delicate situations; exclusions; and governance of a Church School.

Governors attended the local authority's governor partnership meetings, diocesan governor networking meetings and the Lincolnshire governor conference, 'Governance for the future: Lincolnshire and beyond'. The Clerk attended the NGA's national Clerks' conference and local Clerks' networking meetings.

A number of webinars were accessed on the implications for governance during the pandemic: Board dynamics, relationships and trust in a challenging time; Governing Boards as employers – what does Covid-19 mean for you; the role of Governing Bodies in the safe reopening of schools; running Governing Body and Board meetings effectively in schools and trusts during Covid-19; preparing for the reopening of schools; planning for the autumn term. What do Boards need to know?

An induction checklist provides new trustees with a range of information, training and support in their role as trustees. The Chair of Trustees gives trustees a tour around the academy and introduces them to the Headteacher and senior staff.

The Board of Trustees is a member of the National Governors' Association as a gold member, conferring such benefits as legal advice for trustees, conferences, advice and information. Online training can also be accessed through this organisation.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Structure, governance and management (continued)**

**f. Organisational structure**

The organisational structure consists of three levels: the members, the trustees and the Senior Leadership Team (SLT).

The Academy Trust is managed by the trustees who may exercise all its powers. The trustees may delegate to any trustee, committee, the Headteacher or any other holder of an executive office, such of their powers or functions they consider should be exercised by them. Any action or decision taken with respect to the exercise of that power or function must be reported back to the next trustees' meeting. A scheme of delegation and terms of reference are approved annually.

The trustees are responsible for setting general policy, adopting an annual development plan and budget, monitoring the academy by the use of budgets and making major decisions about the direction of the academy, and senior staff appointments.

The Board meets at least 4 times a year and has delegated a number of responsibilities to its committees, which are reported to and discussed at Board of Trustees' meetings. The Governing Body simplified its committee structure to an Ethos and Relationship Committee, Resources Committee and Quality of Education Committee. Standing Committees included the Admissions Committee, Complaints Committee, Governor Support Committee, Pay Committee, Pupil Discipline Committee, Staff Discipline Committee and Headteacher Pay and Performance Review Committee.

During the financial year, the SLT consisted of the Headteacher who is the Accounting Officer, two Acting Deputy Headteachers, two Assistant Headteachers, three Associate Assistant Headteachers and a School Business Leader. The Interim Headteacher was appointed as on 7 February 2020 after a rigorous two-day selection process. The temporary SLT structure was carried over to the academic year 2020-2021 because of Covid-19. These managers control the academy at an executive level, being responsible for the day to day management of the academy, acting out the strategic decisions taken by the trustees, ensuring an annual development plan is set out, monitored and carried out successfully.

**g. Arrangements for setting pay and remuneration of key management personnel**

The remuneration of key management personnel is set at the point of recruitment in line with the Academy Trust's Pay Policy. Key management personnel are appointed at a pay point on national statutory pay scales and this is subject to review as part of the annual appraisal cycle. Performance against objectives are reviewed by the Pay Committee for Deputy and Assistant Headteachers in July. The Headteacher Performance Management Committee of three governors meets early in the academic year with the School Improvement Adviser to review the Headteacher's performance against targets. Interim meetings to review progress are held during the year.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Structure, governance and management (continued)**

**h. Trade union facility time**

**Relevant union officials**

|   |   |
|---|---|
| Number of employees who were relevant union officials during the year | 4 |
| Full-time equivalent employee number                                  | 4 |

**Percentage of time spent on facility time**

| Percentage of time | Number of employees |
|--------------------|---------------------|
| 0%                 | -                   |
| 1%-50%             | 4                   |
| 51%-99%            | -                   |
| 100%               | -                   |

**Percentage of pay bill spent on facility time** £

|   |          |
|---|----------|
| Total cost of facility time                         | 2,199    |
| Total pay bill                                      | 127,689  |
| Percentage of total pay bill spent on facility time | 1.7222 % |

**Paid trade union activities**

|   |          |
|---|----------|
| Time spent on paid trade union activities as a percentage of total paid facility time hours | 3.1800 % |
|---|----------|

**Objectives and activities**

**a. Objects and aims**

The principal object of the Trust is contained in Article 4 of its Articles of Association:

The Academy Trust's object ("**the Object**") is specifically restricted to the following: to advance for the public benefit education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school with a designated Church of England religious character offering a broad and balanced curriculum ("the Academy") conducted in accordance with the principles, practices and tenets of the Church of England both generally and in particular in relation to arranging for religious education and daily acts of worship (as required by the Funding Agreement) and in having regard to the advice of the Diocesan Board of Education.



**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Objectives and activities (continued)**

**b. Objectives, strategies and activities**

**School Development Plan 2019 - 2020**

| <b>School Development Plan (SDP) 2019-2022</b><br>(Detailed plans are available for the areas identified from respective members of SLT)  |   |                 |  |   |
|---|---|-----------------|--|---|
| <b>Whole School Strategic Priorities:</b><br><i>To deliver an exceptional climate for learning for the whole school community. To ensure that every child matters and achieves their full academic potential. To ensure the school is effectively led through a period of transition.</i><br><b>NB. Equality Objectives related to the school context are shown as required by the Public Sector Equality Duty.</b> |   |                 |  |   |
| <b>Areas for Development<br/>(from School Objectives)</b>   | <b>Action Required</b>  | <b>Due Date</b> | <b>Milestones -<br/>Interim<br/>Review</b> | <b>Success Criteria (what success will look<br/>like to show impact)</b>  |
| <i>To improve student attitudes to learning to create more independent, resilient learners ready for next steps by focusing on literacy</i>   | Implement Literacy Strategic Plan with a focus on reading, writing and speaking to promote vocabulary, fluency, confidence, enjoyment and understanding | Jul-21          | Jul-20                                     | Achievement/progress towards targets set in Literacy Plan. Staff evaluations from INSET day and twilight CPD highlight impact and next steps in developing literacy skills in the classroom. Sampled Staff Development Management targets and success criteria provide a sharp focus on improving students' literacy skills. Close the gender gap between boys and girls to -0.1 (predicted 2019/20). Difference between boys and girls PS 2018/19 = -0.48) |
|   | Whole school INSET and CPD focus on supporting staff to improve students' literacy skills   | Jul-20          | Jan-20                                     |   |
|   | Ascertain effective existing literary practices and create opportunities for sharing these whole school   | Jul-20          | Jan-20                                     |   |
| <i>To improve student attitudes to learning to create more independent, resilient learners ready for next steps by focusing on sixth form provision</i>   | Implement Sixth Form Strategic Plan   | Jul-21          | Jul-20                                     | Achievement/progress towards targets set in Sixth Form plan. Improve L3VA for Year 13 to -0.14 (predicted 2019/20). Year 13 L3VA = -0.26 in 2019). Sampled Staff Development Management targets and success criteria provide a sharp focus on improving Sixth Form teaching and learning. Sixth Form lesson observations evidence high-quality Sixth Form teaching  |
|   | Key strategies on stretch and challenge, pedagogical research and best practice is shared with staff through professional development                   | Jul-20          | Feb-20                                     |   |
|   | Target setting strategy reviewed with the aim of targets being realistic, but aspirational  | Dec-19          | Nov-19                                     |   |

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Objectives and activities (continued)**

|  |   |         |        |  |
|--|---|---------|--------|--|
| <i>To improve student outcomes for SEN K students</i>            | Implement Literacy Strategic Plan with a focus on reading, writing and speaking to promote vocabulary, fluency, confidence, enjoyment and understanding | Jul-21  | Jul-20 | Progress 8 of SEN K students has improved from -0.3 (predicted 2019/20) to -0.1 (will show sustained progress over last 4 years). Close the gender gap between boys and girls to -0.1 (predicted 2019/20). Difference between boys and girls PS 2018/19 = -0.48). January Inset day to provide CPD on supporting SEND students, especially those with low literacy   |
|  | Whole school INSET and CPD focus on supporting SEN students in the classroom  | Jan-20  | Jan-20 |  |
|  | Further improve access to the Curriculum for students working significantly below age-related learning  | Jul-20  | Apr-20 |  |
| <i>To reduce incidents of low-level disruption from students</i> | Clarity of behavioural expectations in lessons reinforced through SLT presence, pupil code of conduct, assemblies, briefings and staff training         | Ongoing | Jan-20 | Prompt start to lessons with students ready for learning. Staff report cleaner school environment. Reduced number of student isolations for Pupil Premium (22% in 2018/19) and SEND (18% in 2018/19). Reduced number of incidents of swearing (61 in 2018/19), defiance (119 in 2018/19) and physical (86 in 2018/19). Reduced number of fixed term exclusions for Free School Meal/Pupil Premium students below 4.2% (2018/19, nat average = 4.3%) and SEND below 13% (2018/19 nat average = 8.5%). Close the gender gap between boys and girls to -0.1 (predicted 2019/20). Difference between boys and girls PS 2018/19 = -0.48). |
|  | New dining room sittings to improve canteen environment   | Oct-19  | Sep-19 |  |
|  | Review system of reintegration of students following exclusion  | Dec-19  | Nov-19 |  |
|  | Develop a rewards system based on school values   | Apr-20  | Feb-20 |  |

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Objectives and activities (continued)**

|   |   |        |        |   |
|---|---|--------|--------|---|
| <i>To improve very low student attendance and punctuality to school</i> | Focus on attendance of Free School Meals students by Education Welfare Officer (EWO), Heads of Year and Deputy Headteacher. Termly updates presented to Senior Leadership Team and Governing Body Ethos Committee | Jul-20 | Jan-20 | Year 11 students with very low attendance (<90%) (24 students @ July 2019 when in Year 10) to improve Progress 8 to better than -0.3 (predicted 2019/20). Minutes of SLT and Governing Body meetings highlight progress made in improving attendance. Improved attendance of Free School Meal students to above 93.7% (2018/19) to close the gap with whole school attendance (2018/19 = 95.6%). Nat average for all school attendance in 2018/19 = 94.5%. Persistent Absence to be reduced below 8.9% (2018/19) (Nat average 2018/19 = 13.9%). Punctuality to school to be measured termly and addressed |
|   | Further improve persistent absence (PA) through early identification, EWO home visits/contact after day 3. Use of School Attendance Panels, Education Supervision Orders and Parenting Orders                     | Jul-20 | Jan-20 |   |
|   | Improve punctuality to school by reinforcing expectations with both students, staff and parents, weekly reporting of students late to school to Head of Year and consistent application of sanctions for lateness | Jul-20 | Jan-20 |   |
| <i>To be 'Ofsted Ready'</i>   | Complete a new Self-Evaluation Form (SEF) based on audit of provision to inform School Development Plan (SDP) underpinned by Strategic Priorities   | Nov-19 | Oct-19 | SEF and SDP written and reviewed throughout the academic year. QA processes in place to help middle leaders understand the new inspection framework and be prepared for inspection. Training for all staff, including middle leaders on key components of new framework   |
|   | Training for all staff, especially Middle Leaders, Class Teachers, SLT and Governors on preparing for Ofsted inspection   | Nov-19 | Oct-19 |   |
|   | Embed Curriculum Intent and Implementation statements for school and departments. Prepare for Ofsted call and 'Deep Dives'.   | Nov-19 | Oct-19 |   |

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Objectives and activities (continued)**

|   |  |         |        |  |
|---|--|---------|--------|--|
| <i>To improve communication with staff so that they have a better understanding of how their roles support the school's strategic direction</i> | Staff meetings to share and review strategic priorities and school's direction   | Jul-20  | Jan-19 | Staff survey to highlight good communication and support from school. Staff evaluations of Sept 2019 Inset day show staff understand strategic plan and their roles. Sampled Teacher Development Management targets and Support Staff Appraisal forms. |
|   | Staff to complete electronic survey to gauge feedback on communication and understanding of school priorities  | Nov-19  | Oct-19 |  |
|   | Ensure a cohesive cycle between School Priorities, Inset, CPD, Development Management, Quality Assurance and Lesson Observations. Revisit CPD programme. | Dec-19  | Nov-19 |  |
| <i>To obtain value for money when allocating financial resources</i>  | Ensure all budget stakeholders are aware of the updated finance policy and Delegation of Authority (DOA)   | Dec-19  | Nov-19 | Initial budget meetings held with all budget stakeholders and all stakeholders aware of the need to spend prudently and within their allocated budget  |
|   | Review and update Service Level Agreement (SLA) contract workbook to ensure all contracts are documented, including renewal dates                        | Jan-20  | Dec-19 | Updated documentation showing prioritised contracts to renew and renegotiate   |
|   | In renewal priority order, renegotiate all contracts in line with the policy to agree new contracts and terms which are of best value                    | Ongoing | Mar-20 | Budget savings against predicted spend and improved contract terms from prior year   |
|   | Review new ESFA/Gov framework opportunities and consortium options to ascertain any WFS can exploit to achieve better value for money                    | Dec-19  | Nov-19 | Frameworks found, which we can utilise and achieve budget/cost savings against predicted spend. Consortiums joined where appropriate, delivering procurement benefits  |
|   | Increase lettings in line with the 5-year recovery plan  | Jul-20  | Feb-20 | Improved revenue from site lettings in line with or above the budgeted income statement  |
| <i>To widen the school's influence on the provision of mental health by extending the work currently undertaken (also a SIAMS target)</i>       | Audit school provision on staff well-being and workload  | Nov-19  | Oct-19 | Summary of current school provision shared with SLT  |
|   | Staff to complete electronic survey on well-being and workload. Results shared with staff  | Nov-19  | Oct-19 | Survey results show most staff feel valued and supported with workload and well-being  |
|   | Address action points from audit and survey  | Mar-20  | Feb-20 | Survey staff again Autumn/Spring Term to evaluate further impact of provision  |
| <i>To restore bottom field to use this academic year</i>  | Continue to work with Browne Jacobson solicitors to reach a settlement   | Feb-20  | Dec-19 | Field in operational use by Spring 2021  |
|   | Devise programme of works with contractors and environmental team for necessary surveys and repair work  | Mar-20  | Jan-20 |  |
|   | Project works and management   | Aug-20  | Apr-20 |  |

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Objectives and activities (continued)**

|   |  |        |        |   |
|---|--|--------|--------|---|
| <i>To further improve the effectiveness of the Governing Body</i> | Improve and increase communication with stakeholders | Jul-20 | Mar-20 | Parents, staff and community have greater awareness of Governing Body |
|   | Improve governor visibility in school                | Jul-20 | Mar-20 | Increase in governor visits to school                                 |

**c. Public benefit**

In setting the objectives and planning its activities, the trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The key public benefit delivered by the Trust is the provision of a high quality of education to its students and community cohesion.

**d. Strategies**

The Academy Trust's main strategy is encompassed in its vision statement, which is reviewed annually:

William Farr Church of England Comprehensive School's vision is to provide all members of the school community with the opportunities to engage with 'life in all its fullness' (John 10:10) through the highest quality of education, encouragement and endeavour. We are committed to striving for excellence and ensuring that all students are known, valued and can achieve.

Its core values are: Compassion, Friendship, Respect, Perseverance, Responsibility, Wisdom.

**e. Summary of impact of COVID-19**

**Reopening for Year 10 and 12 students**

The DfE announced on 24 May 2020 that secondary schools should partially reopen to Year 10 and 12 students, week commencing 15 June 2020. They stated that no more than a quarter of students should be on site at any time, with no more than 15 students in a class, and that any school provision must support and not replace existing remote learning.

Preparation included:

- An academy risk assessment, which was approved by the Health and Safety Consultant, unions and staff (teachers and support). This is now on the academy website <http://www.williamfarr.lincs.sch.uk/resource.aspx?id=565722>;
- A teacher and support staff expectations document;
- A student expectations document;
- Student and staff timetables, including a staff duty rota;
- Surveying parents to determine the likelihood of students attending;
- Site preparations, health and safety checks and a cleaning schedule;
- Staff training on use of Personal Protective Equipment (PPE);
- A risk assessment for students with Special Education Needs and Disabilities (SEND) and those with

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Objectives and activities (continued)**

- behavioural issues;
- Communication with parents, staff and governors as the Government announced changes;
- Asking Year 10 and 12 students to complete a wellbeing survey before they returned to the academy to identify any worries/anxieties and anyone who would like to talk to a member of staff.

| Year group | Number of student replies (% of year group) | Main worries<br>NB. students could tick up to 6 categories   | Least worries<br>NB. students could tick up to 6 categories  | Number of students requesting a support conversation with staff |
|------------|---|--|--|---|
| Year 10    | 189 (79%)                                   | <ul style="list-style-type: none"> <li>• 64% (119 students) Being behind with work</li> <li>• 34% (62 students) Health risk in lessons</li> <li>• 25% (46 students) Health risk in social time</li> </ul>  | <ul style="list-style-type: none"> <li>• 16% (30 students) Reconnecting with teachers and staff</li> <li>• 13% (24 students) Reconnecting with friends</li> <li>• 8% (14 students) Getting to/from the academy safely</li> </ul> | 7   |
| Year group | Number of student replies (% of year group) | Main worries<br>NB. students could tick up to 6 categories   | Least worries<br>NB. Students could tick up to 6 categories  | Number of students requesting a support conversation with staff |
| Year 12    | 76 (70%)                                    | <ul style="list-style-type: none"> <li>• 73% (56 students) Being behind with work</li> <li>• 38% (29 students) Health risks in social time</li> <li>• 30% (23 students) Health risks in lessons</li> </ul> | <ul style="list-style-type: none"> <li>• 25% (19 students) Reconnecting with teachers and staff</li> <li>• 19% (15 students) Reconnecting with friends</li> <li>• 6% (5 students) Getting to/from the academy safely</li> </ul>  | 6   |

The results were similar between Year 10 and 12 with students most worried about school work and safety. This survey was very useful in directing care and guidance support and speaking to the students who requested a conversation with staff.

On Monday 15 June 2020, William Farr partially reopened to Year 10 and 12 with students attending 1 day per week. Year 12 attended an A Level lesson in each of their subjects led by a subject specialist. In addition, students attended an Extended Project Qualification lesson and a session with their form tutor for care and guidance support. Year 10 students attended a lesson in the core subjects of Maths, English and Science and option subjects (once per fortnight). They also had a session with their form tutor for care and guidance support. During the first week of reopening (15-19 June 202), Year 10 and 12 student attendance in the academy was very good and in line with the parent survey, which asked for an estimated number of students likely to return:

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Objectives and activities (continued)**

|   | <b>Monday 15<br/>June 2020<br/>Year 12</b> | <b>Tuesday 16<br/>June 2020<br/>Year 10</b> | <b>Wednesday 17<br/>June 2020<br/>Year 12</b> | <b>Thursday 18<br/>June 2020<br/>Year 10</b> | <b>Friday 19 June<br/>2020<br/>Year 10</b> |
|---|--|---|---|--|--|
| <b>Number of students on site</b>           | 43   | 68  | 48  | 74   | 46   |
| <b>Number of students invited to attend</b> | 55   | 89  | 55  | 89   | 60   |
| <b>% attendance</b>                         | 84%  | 76%   | 87%   | 83%  | 77%  |

This showed parents and students had faith in the academy's reopening and safety plans. Students and staff followed social distancing, the one-way system and personal hygiene measures. After all the preparation and deadlines, it was great to see students returning to our academy community. We received emails from parents who were pleased with the reopening arrangements and thanked us for offering some taught lessons.

**Support for parents and students in provision for remote learning**

Throughout the closure, staff continued to set work for all year groups and provide feedback in a timely manner via the Virtual Learning Environment (VLE). Students were encouraged to raise any work concerns via the VLE comments section, as well as checking emails periodically for any correspondence from the academy.

Home-schooling presented challenges for some families, but our approach via the VLE ensured fair access to materials for all students. It gave a measure of consistency across departments and a single point of access for students. Staff, including the SLT, monitored tasks and feedback given. We were pleased with the quality of work completed.

In the early stages of lockdown, the advice from the Local Authority and National Online Safety was that schools should not be using live streaming for online lessons for safeguarding and GDPR reasons. On the back of this advice, which was also supported by the teaching unions, the academy took the correct decision at the time to not introduce face-to-face online learning. This was a decision which many other secondary schools followed. The academy did look at different online platforms, but the risks were too great. At the time, there was also hope that schools would return to normality before the end of the summer term.

However, as the lockdown continued and schools only partially reopened to certain year groups, the academy began to think longer term. The national picture was that online remote learning was likely to continue into September in some form. The Local Authority and National Online Safety responded to this and changed its advice to schools supporting the use of face-to-face online learning using the correct platform. Some parents enquired about the academy reviewing its use of technology to support remote learning.

The Department for Education and Local Authority response was to:

- Recommend use of the online platform TEAMS;
- Offer training to schools to introduce face-to-face online learning;
- Provide a 'buddy school' to work with.

On 27 May 2020, Microsoft changed how TEAMS was used to provide increased protection for users.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Objectives and activities (continued)**

With such a rapidly changing landscape and the continued closure of the academy to Key Stage 3 students, the academy made the decision to change its approach. The academy trained a group of staff on how to use TEAMS to trial amongst department staff in the first instance. This was done in a careful and considered way so that staff and students felt confident in its use, especially as training is done remotely. The academy produced protocols for staff and rules for students to protect and safeguard both groups. Other secondary schools followed suit.

The academy took a staggered approach to its launch to boost confidence for staff and students with a focus initially on Key Stage 3 students. This was because these students had not received face-to-face contact with the academy, unlike Year 10 and 12 students who had partially returned.

From week commencing 15 June 2020, all students accessed an assembly recorded by their respective Head of Year. This was trialled by the Head of Year 7 and the feedback was very positive in helping to motivate students, encourage them to stay in touch with the academy and set the scene for remote learning.

From 22 June 2020, the academy introduced some face-to-face time with form tutors so that students had valuable interaction with their tutor, could discuss any concerns and 'meet' their peer group again. In addition, the academy delivered some face-to-face remote learning with Key Stage 3 students in core subjects (Maths, English and Science) two weeks before the end of term.

The issue of staff workload was important as teachers continued to teach Year 10 and 12 students in the academy, supervise vulnerable/key worker students, whilst also setting and marking work for some/all year groups.

The academy made the right decision to be cautious about introducing new technology, but when the Government backed its use, with training and protocols provided, William Farr decided to advance its use of technology in supporting remote learning as the academy prepared for September.

**Provision for vulnerable students** (this included students with an Education Health and Care Plan (EHCP), Social Worker, SEND and those students whose parents were key workers)

After the academy closed to all students on 20 March 2020, it remained open for vulnerable students Monday to Friday. This included the Easter and May half-term holiday period where supervision was provided by staff volunteers. From Easter until May half term, the number of students attending the academy was relatively low with an average of 7 students attending each day. The message from the Government was that students should stay at home if they could. In the 2 weeks after May half term, student numbers increased as the Government changed its position saying that these children should be encouraged to attend the academy. For this time period, we saw an average of 18 students attending each day. With more parents returning to work, this number increased further and the academy needed to increase staff availability to cater for the wide range of students' needs. Of the 114 vulnerable children on our register, 75% accessed the academy's provision since lockdown started as shown in the table below. This shows that the academy has catered well for its vulnerable children as part of our inclusive agenda.



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**TRUSTEES' REPORT (CONTINUED)**  
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**Objectives and activities (continued)**

|   | <b>Number of students who have attended the academy since lockdown</b> | <b>Number of eligible students who could have attended the academy since lockdown</b> | <b>%</b>  |
|---|--|---|-----------|
| Students who declared parents were key workers                                  | 65   | 68  | 96        |
| Vulnerable students with EHCP*  | 6  | 31  | 19        |
| Additional vulnerable students identified by the academy                        | 7  | 7   | 100       |
| Vulnerable students with a social worker (Looked After Children, Child in Need) | 6  | 8   | 75        |
| <b>Total</b>  | <b>85</b>  | <b>114</b>  | <b>75</b> |

\* Risk assessments were in place for all students with an EHCP. These were reviewed either weekly or fortnightly. The purpose of the risk assessment was to ascertain, considering all available information and in partnership with the parent, whether a child should remain at home or attend the academy in some capacity. This was a bespoke approach depending on individual needs and circumstances.

After May half term, the academy had 2 classes running each day for vulnerable students (Key Stage 3 and Key Stage 4/5). Each class was supervised by a teacher and a teaching assistant was also present to support students with SEND. Governors spoke to these vulnerable students during their weekly visit.

6 students with an EHCP attended the academy since lockdown started. 3 students with an EHCP were already attending an alternative provider. Contact was maintained with these students. From Monday 30 March 2020, it was arranged for one student with an EHCP to attend a specialist centre (St Francis), in order for the student's needs to be met due to staffing restrictions on site.

**Provision for SEND students attending the academy**

The academy responded to the DfE guidance that SEND students should be supported when attending the academy through:

- Teaching Assistant (TA) support for key worker and vulnerable students;
- TA support for Year 10 core subject lessons – this was the same TA for continuity as the subject specialists change;
- TA support for options lessons – TAs were deployed according to their subject specialism in order to strengthen support;
- Offering Year 10 Learning Support to provide overlearning and/or a focus on wellbeing;
- Availability of a breakout space for anxious SEND students or for bespoke delivery.

**Provision for SEND students accessing remote learning**

Some SEND students found it difficult to access class work remotely through the VLE. The academy supported these students through the following ways:

- Modified timetables to reduce time pressures and incorporate enrichment opportunities;
- Catch-up programme for Year 7 students – remotely administered by a TA;
- Heads of Department making work set accessible for SEND students;

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Objectives and activities (continued)**

- Promoting the use of the 'Read for me' button on the VLE. Students press the button and the task is read to them;
- SEND staff being in contact with students to check accessibility of work and welfare;
- Enhanced contact between Head of Year and SEND Co-ordinator (SENDCo) with parents to answer queries, alleviate issues and refine support;
- Support from external agencies, for example, the Educational Psychologist has been used by the SEND department and students have received the support remotely;
- Head of Year, Head of Department and SENDCo working together to make reasonable adjustments so students can access learning. Where there have been issues with accessibility or the pitching of work at the correct level, solutions have been found, for example, reducing work to core subjects for a fixed period of time;
- SEND department organising the repair of equipment for individual students;
- Support materials being collated and published to parents - positive feedback received.

**Communication with SEND parents**

Some SEND parents were understandably anxious about their child's educational provision and support during lockdown. The academy supported these parents through the following measures:

- Enhanced contact throughout the academy closure between Head of Year/SENDCo and parents. The early phase of the academy closure saw some queries about workload and supporting parents in settling students into a new routine. Supporting parents in managing their expectations proved to be important;
- Completing all EHCP Annual Reviews despite the national SEND guidance granting an extension to the timeframe for completion. 5 EHCP reviews were carried out remotely and parents have been grateful for the support;
- Information on Autistic Spectrum Disorder (ASD) was communicated to parents of children with ASD
- Reports were submitted to support parents' applications for school transport, further paediatric screening and Disability Living Allowance (DLA);
- SEND screening of children both remotely and using social distancing measures;
- Conducting attendance and input into Team around the Child (TAC), a form of Early Help, meetings.

On 15 June 2020, the DfE announced that schools could provide face-to-face meetings with students in other year groups in addition to Year 10 and 12 students. A re-orientation event was delivered before the end of term for Year 7, 8 and 9 students with an EHCP. This took the form of a wellbeing session, activities and a celebratory farewell for the summer. The aim of the event was to familiarise students with the new academy environment, especially those students with sensory needs and to alleviate any worries/anxieties they may have prior to the summer holidays. Feedback from parents was positive.

**Provision for SEND students starting Year 7 in September**

In September 2020, the school was due to have 4 EHCP students and 46 SEND students who required support (known as SEND K students). A number of the K students appeared to have more complex needs than some students with an EHCP and we are likely to see an increase in EHCP applications and provision. To provide transition for SEND students, the academy put in place the following measures during lockdown:

- Head of Year/Assistant Head of Year visited primary schools/conducting online meetings with Year 6 students;
- SENDCo and Head of Year communicated regularly with Year 6 parents answering any questions;
- Academy video has been made with a virtual tour of the academy;
- SENDCo joined remote EHCP/SEND Support transition meetings;
- Welcome postcard was sent to all Year 6 SEND children, together with an invitation for parents to have a conversation with a member of the SEND team;
- Writing of Pupil Passports to support Quality First Teaching.

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**TRUSTEES' REPORT (CONTINUED)**  
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**Objectives and activities (continued)**

The academy planned to deliver the Year 7 Induction Day in September.

**Summary of SEND issues raised during lockdown and solutions found**

| Issue   | Solution   |
|---|--|
| Students managing workload  | Reduced work to core subjects for fixed time. Slowly reintroduced non-core subjects.<br>Modification to timetable.   |
| Working to timeframes and task completion   | SENDCo and Head of Year provided guidance to parents on chunking tasks into smaller timeframes.  |
| Long-term projects being set in subjects  | Head of Department set interim dates and break down tasks in order for SEND children to experience success and avoid feeling overwhelmed.  |
| IT access for students  | 1 known student who has an EHCP and is a Looked After Child – in the care of the Local Authority (LAC) qualified for a laptop  |
| Some parental concerns (small number) around lack of online learning for Key Stage 3 students | Academy introduced face-to-face online learning for Key Stage 3, starting with core subjects.  |
| Some queries (small number) asking how knowledge gaps will be closed on return to the academy | National guidance was released regarding refocusing the curriculum, focusing on key concepts and commonalities of concepts across subjects to help reinforce the identified learning. Government COVID-19 Catch-Up programme announced on 19 June 2020.                                |
| Low number of EHCP students attending the academy   | Whilst the national expectation was for students to attend the academy, we found through risk assessing that the majority of students were well placed to remain at home. However, we continued to review this with parents. The offer of a re-orientation event proved to be popular. |
| Year 6 Transition – lack of an experiential event   | Video produced so that students could see a tour of the academy. However, we knew this was not the same experience and delivered an enhanced Induction in September.   |

**Provision for Free School Meal (FSM) students**

**Information Technology (IT) access for FSM students**

Before the academy closed in March, the academy audited which students had access to IT at home. No child in receipt of FSM was identified at that time. Since the academy closure, 6 students across the academy (3 FSM) were identified as needing some support as they either had no IT at all at home or were sharing IT with siblings/parents working from home. The academy loaned laptops to the 6 students. 1 laptop was purchased for a Year 12 student using the Bursary fund. The academy had 4 laptops remaining to allocate as necessary. The Government announced the provision of laptops for disadvantaged students to support with online learning. The academy received an allocation of 14 laptops. In addition, the Government provided the academy with 6 4G routers to be loaned to students.

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**TRUSTEES' REPORT (CONTINUED)**  
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**Objectives and activities (continued)**

In ascertaining who should receive one of these laptops, the academy applied the following criteria:

- In receipt of FSM;
- Siblings, therefore sharing may be difficult;
- Local knowledge from the Head of Year regarding home situation;
- Known issues with not completing work from the recent staff work capture exercise;
- Students not returning to the academy for any face-to-face teaching in Term 6 due to shielding/parental choice.

13 students were identified and received laptops in late June. It was unfortunate that this scheme took some time to be implemented, but with the national challenges, this was not surprising. The academy can retain the IT equipment after use.

**FSM payments**

When the academy closed on 20 March 2020, we took the decision to make direct payments of £15 per week in place of vouchers for the following reasons:

- Knowledge of our families;
- Geographical spread of families made the decision of one supermarket difficult;
- Rural locations had implications for transport;
- Some families did not have easy access to transport;
- Families preferred to shop locally at convenience stores in their village.

We were aware of the potential risks of running payments in this way, but in assessing the risk, concluded that the same risks would pertain to vouchers; mainly that children might not receive the benefit. Feedback from parents was positive.

The academy paid £15 per week for 13 consecutive weeks, including the Easter 2-week holiday and the 1-week May half-term holiday to 114 children. The cost of this was £1,710 per week, totalling £22,230. These costs were to be recouped. The School Business Leader investigated at the start of the academy closure that from an auditing perspective, this method of payment was appropriate given the circumstances. The academy continued the weekly payments throughout the summer holidays in line with the recent Government decision to continue with the voucher scheme. The academy has applied for this expenditure to be reimbursed by the Government.

At the start of the academy closure and for a short period, the academy offered packed lunches for parents to collect as an interim measure and whilst the academy was awaiting more information regarding the national voucher scheme.

**FSM attendance**

6 FSM students accessed supervisory provision in the academy under the key worker/vulnerable criteria. FSM as a 'group' were not a priority group identified by the Government for attending school and not all children in receipt of FSM were classed as 'vulnerable'.

**Year 10 FSM students (15-19 Jun 2020)**

| Attending | Could Possibly Attend | %  |
|-----------|-----------------------|----|
| 17        | 22                    | 77 |

5 FSM students were not attending the academy - 2 were shielding, 1 had chosen not to return and 2 had no reason.

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**TRUSTEES' REPORT (CONTINUED)**  
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**Objectives and activities (continued)**

**Year 12 FSM students (15-19 June 2020)**

| <b>Attending</b> | <b>Could Possibly Attend</b> | <b>%</b> |
|------------------|------------------------------|----------|
| 4                | 4                            | 100      |

**FSM additional information**

During closure, 4 LAC attended the academy, out of a possible 5. A risk assessment was written for all LAC students.

2 students with an EHCP were in receipt of FSM; there was a risk assessment in place for these doubly disadvantaged students and weekly contact was made between home and the academy.

1 student with an EHCP was in receipt of FSM and was, in addition, a Previously Looked After Child (PLAC); a risk assessment was in place and weekly contact was made between home and the academy.

**FSM online learning**

Whilst there were clearly benefits to online lessons in terms of student learning, for disadvantaged students who were:

- Sharing IT resources with siblings/parents at home;
- Taking on caring responsibilities for parents or siblings;
- Had no access to IT and were relying on photocopied resources organised and sent home by Head of Year.

the approach that the academy took in making resources available via the VLE was beneficial to some vulnerable students in that they could organise their workload around their personal circumstances. The expectation to be available for a lesson at a specific time proved difficult for some. As we moved forward with online contact with staff, maintaining parity between this new way of working and the existing model of provision via the VLE was important.

**Communication with stakeholders**

Throughout the closure, the academy kept parents, staff and governors regularly updated on developments through letters, emails, remote meetings and face-to-face contact with social distancing. Feedback from stakeholders was positive and they appreciated the information provided. Heads of Year/SENDCo/SLT maintained regular contact with vulnerable students.

Parents of students who were not submitting work via the VLE were contacted by telephone/email and support offered. This included subject support through the Head of Department and SENDCo. In a few cases, students were invited to attend the academy and join the vulnerable/key worker group.

**Mental health and wellbeing**

The academy continued to assist families suffering from financial hardship. 10 food and care parcels were delivered to families during lockdown.

With the significant family pressures placed upon parents during this time to manage work, home life and home learning, a parent support pack was written and made available on the academy website to support the wellbeing of families. This useful information signposted support for students on maintaining positive mental wellbeing and managing stress and anxiety. A number of parents said how helpful this was.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Objectives and activities (continued)**

Line Managers maintained regular contact with staff to check on their wellbeing. Sadly, 7 members of staff suffered a family bereavement during lockdown, one of which was COVID-19 related. The School Chaplain offered support.

The academy launched a William Farr Staff Community Hub via the online platform TEAMS, where staff posted any pictures, photographs, words or messages to help uplift everybody and keep our community together. This was well received.

23 students were referred to Student Welfare since the lockdown with 13 students (56%) from Year 10 and 12.

6 staff were receiving support from the Head of Welfare for mental health and wellbeing.

**Financial budget**

The financial impact of COVID-19 on the academy has been kept under constant review. Some of the key highlights during this period were as follows:

- The ESFA extended the deadline for the 3-year budget plan submissions to 29 September 2020 (from 1 July 2020), allowing us time to finalise our 2019/20 year-end position and the impact on reserves to carry forwards to next year's budget;
- Finance processes and procedures were adapted to accommodate remote working while maintaining rigorous controls;
- We did not adopt the Government FSM voucher scheme, which was slow and cumbersome to implement. We took the decision to provide the cash equivalent FSM payment, which is transferred directly into bank accounts weekly. The academy's finance team has confirmed that this was a good decision with part refunded during the summer COVID exceptional costs grant funding and the remainder to be applied for in the autumn grant funding;
- Music lessons were cancelled as the academy closed and all refunds were processed;
- Insurance claims for cancelled trips were processed;
- All extraordinary expenditure specifically attributable to COVID-19 was monitored and the initial claim of £54.4k was made from the grant fund which was available for us to reclaim costs or losses up to the value of £75k;

**Auditors**

New internal auditors, Forrester Boyd, were appointed in February 2020. Two internal audits were planned but could not be carried out due to closure, however a single internal audit was carried out remotely during August, focused on key areas of interest highlighted by the ESFA at their conference earlier in the year.

**Contracts**

The tender process for a new Management Information System (MIS) contract continued during this period, albeit through remote demonstrations and meetings.

**Estates**

**Site preparation for Year 10 and Year 12 reopening**

In line with the COVID-19 Risk Assessment, the site was prepared for partial reopening with the planning and implementation of:

- Full site deep clean;
- Traffic management system;
- Temporary internal one-way system;
- Clear site signage promoting safety measures, including social distancing;
- Personal Protective Equipment (PPE), sanitising stations and chemical fog machine purchased;
- Medical isolation room prepared;

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Objectives and activities (continued)**

- Medical staff training on use of PPE;
- Cleaning regimes;
- Temporary outdoor hand-washing facilities erected.

**Academy shops**

The uniform and stationery shop remained closed as social distancing could not be managed within the space. The academy uniform shop was reopened during the summer holidays, with changes in place to minimise transmission risk including: one-way system; new returns procedure; new contactless and online payment procedures.

**Summary**

I am immensely proud of all the work staff at William Farr have done between March and July 2020.

The way staff joined together to support each other and go out of their way to continue to provide the best education we can for all our students at this difficult time was highly commendable. I could not have asked any more from my SLT, who have worked tirelessly since lockdown began to respond to the deluge of information coming from the DfE on a daily basis.

Our overarching aim remains to continue to encourage all students to engage 'with life in all its fullness' (John 10:10) in the 'new normal'.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Objectives and activities (continued)**

**Strategic report**

**Achievements and performance**

**a. Key performance indicators**

**Examination Results 2020**

Students did not take exams for the summer 2020. Instead there was a process whereby the academy provided centre assessed grades to the exam boards for their moderation.

The process of generating the centre assessed grades was fair and rigorous with teachers agreeing grades and ranking on the basis of a range of permitted evidence. An internal standardisation ensured consistency within and across departments with all grading meetings supervised by the SLT.

After controversy over the Ofqual 'algorithm' for exam board moderation, it was decided that students' final results would be the higher of the centre assessed grade and the exam board moderated grade.

Results this year are not comparable with those in previous years and it is not possible to infer any trends in the results.

**GCSE**

Attainment was the second highest on record (after 2017) at 55.1 points on average. Typically, this is between 44.5 and 44.7 nationally, although 2020 national data is not available.

The percentage of students achieving Standard BASICS (4+ in English AND Maths) was 82.7% (compared to the 2019 national average of 64.6%), and Strong BASICS (5+ in English AND Maths) was 60.3% (compared to the 2019 national average of 43.2%)

Two female students were awarded grade 9s across all subjects.

A further three students were awarded grade 8 or higher across all subjects.

A total of 7.2% of students achieved grade 7 (old grade A) or higher across all subjects.

All students achieved a grade (1+) in ALL subjects. 96.2% of students achieved a grade 2 or higher in All subjects.

In total 82.6% of students achieved an estimated positive progress score. 2020 progress estimates suggest the progress measure for this cohort will be the highest on record for William Farr



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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Strategic report (continued)**

**Achievements and performance (continued)**

**A Level**

The A Level cohort was the smallest William Farr has seen in recent history with 108 students completing the two-year Key Stage 5 courses.

Typically, national data shows that approximately 25-27% of all grades awarded are grade A+. William Farr achieved 35.8% with 14.1% grade A\*.

Compared to previous years, performance at grade A+ was considerably higher; almost 10 percentage points higher than our previous highest, which is unlikely to be achieved again.

William Farr's pass rate was 100% (excluding the Extended Project Qualification), which is higher than the typical national data which is 97-98%, and higher than William Farr's previous highest which was set last year at 98.2%.

William Farr broke the C/B barrier, achieving an average B grade for the first time.

15 students in total achieved A\*-A in ALL of their qualifications, with two of those 15 achieving ALL A\*s. A further 25 students achieved A\*-B in ALL of their qualifications.

Estimates of progress measures suggest progress will be positive for ALL groups of students, with the 5 disadvantaged students performing particularly well.

In terms of university places, 90% of students accepted their firm offer at University (equalling 2019 which was the highest percentage in the last seven years) with 22% of students being placed at Russell Group Universities. There was 1 student who secured an Oxbridge place and 4 students who have gone on to study medicine.

The percentage of students receiving an offer from all of the courses they applied to was 74% of students which is our highest result on this measure and is a testament to the reputation of our academy in successfully preparing our students for further academic study.

**Key Financial Performance Indicators**

The Finance Committee used the following Key Financial Performance Indicators:

- Operate within the agreed annual budget.
- Update and improve the agreed 5 year forecast to build contingency and revenue/capital reserves in line with the Finance Policy. This was achieved.

For the next four to five years, the Key Financial Performance Indicator will be to balance the level of resources allocated to staff salaries and other costs, spending no more than 80% of income on the staffing budget.

The whole academy Key Performance Indicators were attendance; persistent absenteeism; persistent exclusions; percentage of staff leaving the school per year; participation in house activities; staff absence for non-academy business; percentage of budget spent on staffing; average number of students per teacher; ability to assess results; BASICS in English and mathematics; GCSE progress 8 score; A\*-B at A Level; post-16 valued added score. Because of the Covid-19 situation and academy closure, analysis of these indicators did not take place.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Strategic report (continued)**

**Achievements and performance (continued)**

**b. Going concern**

After making appropriate enquiries, the trustees has a reasonable expectation that the academy has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**Financial review**

**a. Reserves policy and Financial review**

The majority of the Trust's annual income is obtained from the DfE in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received during the year ended 31 August 2020 and its associated expenditure are shown as restricted general funds in the Statement of Financial Activities.

During the period ended 31 August 2020, total unrestricted and restricted income (excluding capital funding within the restricted fixed asset fund) was £8,614,827. This compares with expenditure (excluding depreciation within the restricted fixed asset fund and pension reserve expenditure) of £8,287,697 to give a surplus of income over expenditure on revenue funding totalling £327,130. This equates to the change in balance of the restricted general funds (excluding pension reserves) plus unrestricted funds reported at the previous year end.

As at 31 August 2020, restricted general funds (excluding pension reserves) were £384,340 and unrestricted funds were £110,464.

At the end of the prior financial period (year ended 31 August 2019) the academy had free reserves (restricted general funds excluding pension reserves plus unrestricted funds) of £167,674. During the current financial year the academy has taken robust action to restore the equivalent reserves to a surplus. This has been achieved through imposing strict cost controls, whilst still maintaining educational standards. The academy has taken advice from the ESFA and external advisors during this period.

At 31 August 2020 the Local Government Pension Scheme deficit was £3,651,000. Although the deficit is material, the academy is taking the advice of the actuary regarding the repayment structure. Advised future contributions have also been included within the annual budget.

**Financial and risk management objectives and policies**

The SLT and trustees monitor financial exposure, using management accounts recording actual activity against forecast in conjunction with procedures laid out in its Finance Policy.

The Board of Trustees recognises the importance of setting a detailed budget, which is compiled for each line of income and expenditure, using incremental budgeting based on input from SLT budget stakeholders prior to discussion at SLT meetings. Following discussions at SLT meetings, a final draft budget recommended by the SLT is presented to the Resources Committee for consideration and then taken to the Board of Trustees for approval.

The Board of Trustees recognises the importance of regular budget monitoring in helping to detect accounting errors and identify, as early as possible, potential under-spending and over-spending.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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The Headteacher, School Business Leader and SLT monitored the budget on a monthly basis through 2019/20 by reviewing printouts from the academy's financial system for:

- Errors;
- Miscoding;
- Large or unusual items;
- Potential underspends or overspends against budget; and
- Taking appropriate action where necessary.

The Board of Trustees recognises the importance of proper financial administration to safeguard against inaccuracies and out of date information being used to make erroneous financial decisions in the academy.

During the preparation of the accounts, month end reconciliations of key Balance Sheet accounts, including bank accounts, aged debtors and aged creditors, are completed and reviewed by the School Business Leader. Funding streams and salary costs are also monitored and reconciled to budget so that the financial risk of a deficit budget occurring is reduced.

**Reserves policy**

The trustees will review the reserve levels of the academy annually. This review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves.

The trustees have determined that £50,000 per annum should go into capital reserves and £25,000 should be put into revenue reserves, building the revenue reserves up to £160,000 (equivalent to one week's operating reserve). Approval by the Board of Trustees is required to put a smaller figure into either capital or revenue reserves.

As at 31 August 2020, restricted general funds (excluding pension reserves) were £384,340 and unrestricted funds were £110,464, giving a total of £494,804.

Funds that can only be realised by disposing of tangible fixed assets totalled £10,729,871.

**b. Investment policy**

There are no investments beyond cash deposits in the Academy Trust's bank. The trustees have not wished to make any speculative investments.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**c. Principal risks and uncertainties**

The academy has a Risk Register as laid out in the Academies Financial Handbook which is reviewed periodically at SLT and Resources Committee meetings with either a rationale to tolerate the risk or control procedures to be put in place with a target date to treat the risk. Risk levels are categorised as low, medium or high. The table on the following page details the high risk categories.

Risks are categorised as:

- Financial stability;
- Strategic and reputational;
- Operational;
- Compliance;
- Standards
- Governance.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

| Committee | SLT to committee | Category                   | Strategic Plan Objective   | Risks   | Early Warning Indicators (Existing Monitoring)  | Likelihood | Impact | Gross Risk Score | Mitigating Factors (Existing Controls and Actions)  |
|-----------|------------------|----------------------------|--|---|---|------------|--------|------------------|---|
| E         | JMK/SSA          | Financial stability        | Outside of strategic plan: Managing finances through COVID-19  | School finances and statutory reporting is negatively impacted  | Monthly reporting shows a fall in income or increased expenditure due to COVID-19<br>Cashflow impacted<br>Financial compliance compromised due to remote working or closure | 5          | 6      | 30               | SSA monthly reporting highlights any changes to planned budget and cashflow<br>internal and external audit carried out<br>processes and procedures adapted to ensure compliance during remote working periods |
| E         | SSA              | Financial stability        | That expenditure does remain within budget forecast and reserves are built as detailed in the finance policy | Planned expenditure does not take account for the prudent management of the budget                              | Monthly budget reports to budget holders show a high % of spend to date   | 5          | 6      | 30               | SSA distributes income and expenditure reports to SLT and Governors highlighting areas of concern   |
| F         | SSA              | Operational                | Prevent loss or injury to students due to accidents in congested car park areas                              | Risk of injury to students due to accidents in congested car park areas   | Concerns raised by bus duty teams   | 5          | 6      | 30               | Staff on duty to patrol the area trying to ensure students stay on pavements but vehicle movements are significantly beyond our control   |
| E         | SSA              | Operational                | Restore bottom field for student use   | School has no access to the field.  | Current condition   | 5          | 6      | 30               | Legal process underway between Contractor and Sub contractor  |
| F         | SSA              | Operational                | Safeguarding Ensure students and staff are safe from potentially dangerous members of the public             | Unwanted visitors gain access to the school and able to carry out acts of ill intent                            | Unknown members of the public spotted on site   | 5          | 5      | 25               | Perimeter fencing around the site, SLT members on duty in reception in the morning, doors and gates locked from 9.15 to 3.30. Lanyard system in place   |
| E         | SSA              | Financial Stability        | To ensure the Academy does not run out of cash   | Inability to pay wages, pay, tax, suppliers   | Low bank balances due to low levels of reserves   | 4          | 6      | 24               | Annual cashflow prepared and monitored on a weekly basis  |
| F         | JMK              | Financial                  | To keep staffing costs to less than 85% and aim to lower over time   | Percentage of staffing costs is too high and therefore unsustainable  | Projections over next 5 years at current rates already indicating this will be difficult.   | 4          | 6      | 24               | Options are reviewed, timetable is curriculum lead. All structures reviewed   |
| E         | SSA              | Financial                  | Maintain a safe, warm, clean suitable work place for the delivery of education                               | School not safe or warm and therefore an unsuitable work place for the delivery of education                    | Issues highlighted by the Health and Safety Committee or external inspections   | 4          | 6      | 24               | The H&S & Maintenance teams meet to discuss issues raised by internal and external sources  |
| F         | SLT              | Strategic and reputational | Ensure strategic marketing plan to ensure highest NQR, particularly in the VI Form.                          | Marketing risk. Increased competition from other institutions resulting in 16-18 recruitment not being achieved | Enrolment targets not met   | 4          | 5      | 20               | Future NQR monitored for retention and achievement funding indicators by Director of VI Form  |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

| Source of assurance  | Likelihood | Impact | Net Risk Score Total | Risk Level (25+ High, 15+ Medium, 1-14 Low) | Arrows up/down level | Treat/Tolerate | HT/SLT/Service Area | Line Manager | Planned future actions   | Notes  |
|--|------------|--------|----------------------|---|----------------------|----------------|---------------------|--------------|--|--|
| Reports produced and shared with SLT, resource committee and FGB               | 4          | 5      | 20                   | Medium                                      | ↗                    | Urgent         | SSA                 | HT           | Included within whole school COVID-19 Risk Assessment reviewed regularly and brought to GB regularly. Ongoing financial reporting and auditing |  |
| Feedback from budget stakeholders indicating actions to reverse adverse trends | 3          | 5      | 15                   | Medium                                      | ↗                    | Urgent         | SSA                 | HT           | Orders being seen by SSA before for order authorisation  | Not likely but impact of it happening catastrophic |
| Risk assessment shows the dangers of allowing too many vehicles on site        | 5          | 6      | 30                   | HIGH  | ↗                    | Urgent         | SSA                 | HT           | Risk assessment submitted to Estates Committee - Recommend banning all cars except blue badge holders from front car park until 4.15pm         | Likelihood not highly                              |
| Continued financial outlay by the contractor implies                           | 4          | 6      | 24                   | HIGH  | ↗                    | Urgent         | HT                  | C OF G       | Pursue legal proceedings   |  |
| Number of unwanted spotted on site very low                                    | 4          | 5      | 20                   | Medium                                      | ↗                    | Urgent         | SSA                 | HT           | Additional fencing and monitoring equipment proposal presented to Estates committee  |  |
| Weekly bank reconciliations with Debtor and Creditor monitoring                | 4          | 5      | 20                   | Medium                                      | ↗                    | Tolerate       | SSA                 | HT           | On going monitoring of balances with I and e reports to identify overspends  |  |
| Early timetable planning   | 3          | 4      | 12                   | Medium                                      | ↗                    | Urgent         | HT                  | C OF G       | Consider staffing structures following resignations  |  |
| Constant monitoring by the team and use of the helpdesk for remedials          | 2          | 4      | 8                    | Low   | ↗                    | Tolerate       | SSA                 | HT           | External inspection reports on a regular cycle   |  |
| Internal progress tracking   | 4          | 4      | 16                   | Medium                                      | ↗                    | Tolerate       | SLT                 | HT           | Tracking systems in place  | Moving to a better budget planning tool            |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

| Committee | SLT to committee | Category            | Strategic Plan Objective   | Risks   | Early Warning Indicators (Existing Monitoring)   | Likelihood | Impact | Gross Risk Score | Mitigating Factors (Existing Controls and Actions)   |
|-----------|------------------|---------------------|--|---|--|------------|--------|------------------|--|
| F         | SSA              | Financial Skillset  | risks to long term financial viability if senior leaders not engaged with necessity to meet constraints of AFH         | Turnover of Leadership team and lack of focus   | Budget forecasts not being met/planned for   | 4          | 5      | 20               | Regular reviews by SBL & Chair of Finance and committee  |
| F         | JMK              | Operational         | Make preparations for a Lock-Down procedure  | Major incident occurs where an evacuation is not appropriate  | First occurrence of a threat indicated lack of preparation   | 3          | 6      | 18               | Evacuation procedures well-rehearsed   |
| F         | JMK              | Standards           | Ensure arrangements, paperwork etc in place for inspection (Ofsted, Section 48 etc)                                    | School receives poor report   | Peer review, Diocesan Effectiveness Advisers, LA Support Officers indicate shortcomings early              | 3          | 6      | 18               | Regular reviews of standards and SEF information to respective committees  |
| F         | HT               | Financial stability | To ensure a balanced budget including the reserves and contingency as detailed in the finance policy by the end of the | That the budget does not balance by the end of the financial year, overspends and risks insolvency.                                       | End of year forecast alerts potential overspend.   | 3          | 6      | 18               | Stringent action by SLT to mitigate overspends   |
| T         | SSA              | Operational         | School to be cleaned to the highest standard   | Low staff numbers resulting in some areas of the school being cleaned less frequently and school therefore becoming increasingly unclean. | Comments from staff/students alike identifying areas of concern  | 4          | 4      | 16               | Deploy contract cleaners to support in house team  |
| GB        | JAH              | Operational         | Avoid downtime due to the failure of the ICT Network.  | Failure of network leads to significant inability of school to carry out even basic functions   | Regular failure of key elements. Failure to fund at a level that maintains equipment within a 4 year cycle | 3          | 5      | 15               | Monthly analysis of the network by an external company.<br>Complete backup and restore disaster recovery plan in |
| T         | SSA              | Operational         | Ensure that the site and equipment is maintained   | Servicing levels fall due to lack of funding reducing life expectancy of the facilities   | Equipment starts to fail, repairs incomplete   | 3          | 5      | 15               | Maintenance team work diligently to ensure full programme of maintenance is planned accordingly                  |
| E         | SSA              | Compliance          | Ensure full compliance with GDPR   | Any breaches could represent a significant (financial) sanction.  | GDPR training undertaken   | 3          | 5      | 15               | GDPR awareness already high  |
| E         | SSA              | Financial           | Ensure appropriate levels of LGPS contributions are maintained.  | Incorrect contributions are deducted leading to a long term debt  | Annual valuation report  | 3          | 5      | 15               | Contribution levels reviewed every 3 years   |
| E         | DPW              | Standards           | Maintain high achievement levels   | High achievement levels are not maintained  | Data points indicate targets not being met   | 2          | 6      | 12               | Quality Assurance Process, Pupil Progress Points, Analysis all in place  |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

| Source of assurance   | Likelihood | Impact | Net Risk Score Total | Risk Level (25+ High, 15+ Medium, 1-14 Low) | Arrows up/down level | Treat/Tolerate | HT/SLT/Service Area | Line Manager | Planned future action  | Notes  |
|---|------------|--------|----------------------|---|----------------------|----------------|---------------------|--------------|--|--|
| Ongoing reporting   | 2          | 6      | 12                   | Medium                                      | ↕                    | Tolerate       | SSA                 | HT           | Lobbying and conversations with DfE and other associations continue      | This task is performed each week due to the lack of reserves   |
| Significant number of controls already in place                       | 2          | 6      | 12                   | Medium                                      |                      | Treat          | HT                  | COG          | Produce Lock down procedure  | Proposed new software package would strengthen this level of authority   |
| Strong SEF  | 2          | 6      | 12                   | Medium                                      | ↕                    | Tolerate       | HT                  | C OF G       | SEF regular part of SLT landscape  | Proposed new software package would strengthen this level of authority   |
| Budget being closely monitored & mitigating actions listed            | 2          | 6      | 12                   | Medium                                      | ↕                    | Treat          | SSA                 | HT           | Ordering and monitoring mechanisms reviewed and tightened                |  |
| Positive comments from staff and students. Regular feedback requested | 3          | 3      | 9                    | Low   | ↕                    | Tolerate       | SSA                 | HT           | Contractors on site from 13/11/17 - to be reviewed                       |  |
| SLT fortnightly meeting. Feedback from external company               | 2          | 5      | 10                   | Low   | ↕                    | Tolerate       | JAH                 | HT           | Fortnightly  | Needs completion, e.g. not following LCC Safeguarding Procedures. Mitigating Factors include HJB, SLT, etc. Safeguarding Audit, etc. |
| Programme reviewed regularly at Health and Safety Committee meetings  | 3          | 4      | 12                   | Medium                                      | ↕                    | Tolerate       | SSA                 | HT           | Maintenance team constantly looking for ways of reducing long term costs |  |
| action being taken  | 2          | 5      | 10                   | Low   | ↕                    | Tolerate       | SSA                 | HT           | Continue to roll out training  | Why has F&R been reduced following mitigation?   |
| Annual valuation report   | 2          | 4      | 8                    | Low   | ↕                    | Tolerate       | SSA                 | HT           | Latest report shows deficit has reduced                                  | Extended contractor engagement being considered  |
| SLT overview. Hence low risk factor                                   | 2          | 6      | 12                   | Medium                                      | ↕                    | Tolerate       | DPW                 | HT           | Weekly   | Confusing safety with climate for classrooms.  |



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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

| Committee | SLT to committee | Category                   | Strategic Plan Objective   | Risks  | Early Warning Indicators (Existing Monitoring)   | Likelihood | Impact | Gross Risk Score | Mitigating Factors (Existing Controls and Actions)   |
|-----------|------------------|----------------------------|--|--|--|------------|--------|------------------|--|
| E         | SYMHU B/DF       | Operational                | Safeguarding. Maintain the expected standards of safeguarding for all students                     | Failure to follow protocols and leave a child in a vulnerable position   | Number of cases remain open. Staff reporting concerns  | 2          | 6      | 12               | Safeguarding training rigorous and substantial. NGM completed safeguarding training Dec 18.  |
| F         | SSA              | Financial systems          | Provide correct information to budget stakeholders, SLT and Governors to ensure accurate financial | Risk that decisions made using incorrect information, leading to challenge   | Incorrect information coming to light through robust checking procedure.   | 2          | 6      | 12               | SSA carried out review of current software and issues with a view to replacement   |
| F         | SSA              | Financial stability        | Ensure Green Energy related income meets levels in budget forecast                                 | Risk that Green Energy related income fails to meet levels in budget   | Receipts are lower than expected each quarter  | 2          | 6      | 12               | Monthly Review by SBL & Site Manager   |
| F         | SSA              | Financial stability        | Ensure income remains aligned to budget forecast   | Income overstated due to incorrect information used taking school into a deficit position                                  | Income levels from the DFE fall below those forecast   | 2          | 6      | 12               | SBL has undertaken robust review of 5 year budget  |
| GB        | SSA              | Operational                | Ensure facilities are suitable for the range of courses/activities offered                         | The accommodation does not meet the needs of the curriculum or leads to overcrowding/lack of                               | Overcrowding, behavioural issues, climate issues, tension  | 2          | 5      | 10               | Timetabler allocates rooms according to group sizes  |
| T         | JMK              | Strategic and reputational | Maintain pupil and staff behaviour to policy standards   | Organisation not seen by public to maintain expected levels of behaviour and consistent levels of action for misdemeanours | Policies brought systematically to GB committees   | 2          | 4      | 8                | All policies made easily available, ie very transparent  |
| GB        | MG               | Governance                 | Ensure the highest levels of governance are in place to meet expected requirements                 | Governors not at arms' length. Terms of reference not flexible. Gaps in skills needs. Attendance. Passive members, little  | Conflicts of interest not declared. Unclear decision making. Attendance without consent. No contributions made.              | 2          | 4      | 8                | Register of interests and on agendas. Annual review of terms of reference and skills' audit. Attendance monitored and published. Training. |
| GB        | HT               | HR Operational             | Maintain highly skilled efficient productive labour force  | Low morale, poor retention and recruitment. Ineffective appraisal and training programs. Gaps in skill                     | Staff retention poor and impacts on recruitment early in SSAe year   | 2          | 4      | 8                | Internal HR with specific focus on this, supported by strong SLT   |
| GB        | HT               | Operational                | Ensure WFS are fair employers offering equal opportunities.  | Failing to meet legislative requirements - discrimination, human rights, data protection, contracts, pension rights        | Monitor any current challenges   | 2          | 4      | 8                | SLT responsibility for this allocated  |
|           | SSA              | Compliance                 | Ensure that expected levels of financial regulations are met.                                      | Failure to comply to Funding Agreement leading to financial claw back  | Internal/external audit identifying failure to follow the finance policy and completeness of control account reconciliations | 1          | 6      | 6                | Monthly control account reconciliations, random sampling, routine checking of orders and payment runs                                      |

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

| Source of assurance  | Likelihood | Impact | Net Risk Score / Total | Risk Level (25. High, 15. Medium, 10. Low) | Arrows up/down level | Treat/Tolerate | HT/SLT/ Serv/ Ate. | Line Manager | Planned future action  | Notes   |
|--|------------|--------|------------------------|--|----------------------|----------------|--------------------|--------------|--|---|
| Head meets with DSL regularly to conduct moderation exercise. TAC Co-ordinator meets with NGM, NGM liaises with HOY and JMK. IXP completed safeguarding training | 2          | 6      | 12                     | Medium                                     | ↔                    | Tolerate       | SYM/HUB/DF         | HT           | Meetings with Claire Harrison (TAC) and JMK/ACS when cases arise                               | Gross Risk not this high, it currently does not in PE and it has not affected numbers, etc. (2) |
| Market research and audit reports  | 2          | 5      | 10                     | Low  | ↗                    | Treat          | SSA                | HT           | Review underway  |   |
| After budget review realistic expectations in place  | 4          | 5      | 20                     | Medium                                     | ↘                    | Treat          | SSA                | HT           | Regular review meetings planned  |   |
| Transparent reporting to each Finance Committee  | 3          | 5      | 15                     | Medium                                     | ↘                    | Treat          | HT                 | C OF G       | Information from LEA suggests the national funding formula will be beneficial to Lincs schools | Proposal being prepared   |
| Tutors have the opportunity to report issues to HoD, SLT   | 2          | 4      | 8                      | Low  | ↗                    | Tolerate       | HT                 | C OF G       | Discussions with local authority for new build from section 106 funding                        |   |
| Policies regularly reviewed for effectiveness  | 2          | 4      | 8                      | Low  | ↗                    | Tolerate       | HT                 | C OF G       | Regularly policy to practice review  |   |
| Register of interests; terms of reference; skills audits; attendance and training records.   | 2          | 3      | 6                      | Low  | ↗                    | Tolerate       | Chair of Governors |              |  |   |
| Regular reports to GB committee give no indication of this   | 2          | 4      | 8                      | Low  | ↗                    | Tolerate       | HT                 | C OF G       |  |   |
| No challenges to date  | 2          | 4      | 8                      | Low  | ↗                    | Tolerate       | HT                 | C OF G       | Review Equality Policy as a matter of urgency  |   |
| Internal and external audits   | 2          | 3      | 6                      | Low  | ↗                    | Tolerate       | SSA                | HT           | Internal audit regime in place to support external audit                                       |   |

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Fundraising**

The academy does not engage any commercial fundraising organisations but supports the Friends of William Farr with their fundraising for the academy.

**Plans for future periods**

**Plans for future period (2020-21)**

The Government closed the academy from March until September 2020 following the outbreak of Covid-19. The Governing Body have agreed that the strategic priority and objectives (tactical drivers) set for 2019-20 will be carried over to 2020-21 to allow them to be fully completed. There will be one additional tactical driver for 2020/21:

To provide full-time, high quality education and support for students following the period of school closure due to COVID-19

**School vision**

To provide all members of the school community with the opportunities to engage with 'life in all its fullness' (John 10:10) through the highest quality of education, encouragement and endeavour. We are committed to striving for excellence and ensuring that all students are known, valued and can achieve.

**Strategic priorities**

- To deliver an exceptional climate for learning for the whole school community
- To ensure that every child matters and achieves their full academic potential.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Plans for future periods (continued)**

**Tactical drivers** (to deliver strategic priorities based on academy self-evaluation, quality assurance reviews, exam analysis and staff feedback)

- **Provide full-time, high quality education and support for students following the period of academy closure due to COVID-19 (new target for 2020/21)**
- Improve **student attitudes** to learning to create more independent, resilient learners ready for next steps by focusing on literacy and sixth form provision. Data shows Behaviour for Learning was negative P8 in Year 11 for 2019 (-0.55 across 25 students), -0.25 in 2020 (23 students) and predicted to be -0.62 in 2021 (12 students)
- Enhance our **sixth form** provision – focus on quality of teaching, student experiences, entry requirements, target setting, curriculum offer and successful outcomes. Data shows L3VA was negative in 2019 (-0.26), positive in 2020 (+0.04 using teacher assessment) and predicted to be -0.25 in 2021
- Improve the outcomes of ALL Current **SEND** pupils. Data shows negative P8 in Year 11 for 2019 (-0.26 across 23 students: 4 with EHCPs (SEN E), 19 with SEN K (Support), -0.06 in 2020 (16 students, 4 with EHCPs, 12 with SEN Support) and predicted to be -0.11 in 2021 (17 students, 1 with an EHCP, 16 with SEN Support). Also continue to carefully monitor students who have previously been SEND, or who are likely to become SEND
- Improve the progress of **boys** at GCSE compared to girls. Data shows Year 11 boys (P8 +0.23 in 2019, +0.54 in 2020, predicted +0.33 in 2021) perform less well in progress than girls (P8 +0.71 in 2019, +1.03 in 2020, predicted +0.56 in 2021). Gap is narrowing
- Be '**Ofsted Ready**' for possible monitoring visit (from September – December 2020), inspection (from January 2021). SEF/QA/SDP, communication/CPD: Quality of Education, Behaviour and Attitudes, Personal Development, Leadership and Management, Sixth Form, Overall Effectiveness
- Improve **communication** with staff so they have a better understanding of how their roles support the academy's strategic direction
- **Obtain value for money** when allocating financial resources
- Widen the academy's influence on the provision for **mental health** by extending the work currently undertaken (SIAMS target)

**Funds held as custodian on behalf of others**

The academy holds a small amount of 16-19 bursary funding on behalf of students, as recorded in the notes to the accounts.


**Disclosure of information to auditors**

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- that trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the company directors, on 23 November 2020 and signed on its behalf by:

  
Jonathan Knowler  
(Accounting Officer)

  
Mark Garthwaite  
(Chair of Trustees)

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**GOVERNANCE STATEMENT**

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**Scope of responsibility**

As trustees, we acknowledge we have overall responsibility for ensuring that William Farr Church of England Comprehensive School has an effective and appropriate system of control, financial and otherwise. We do this through focus on the three key functions of Governance:

- Overseeing the financial performance of the academy and making sure its money is well spent;
- Holding the Headteacher to account for the educational performance of the school and its pupils;
- Ensuring clarity of vision, ethos and strategic direction.

However, such a system is designed to manage rather than eliminate the risk to failure to achieve business objectives and can only provide reasonable and not absolute assurance against material misstatement or loss.

The Board of Trustees for William Farr Church of England Comprehensive School has delegated the day-to-day responsibility to the Headteacher, Mr Jonathan Knowler, as Accounting Officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between William Farr Church of England Comprehensive School and the Secretary of State for Education. The Headteacher is also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**GOVERNANCE STATEMENT (CONTINUED)**

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**Governance**

The information on governance included here supplements that described in the Trustees' report and in the Statement of Trustees' responsibilities. The board of Trustees has formally met on 9 occasions during the year, with two additional training events. One of the meetings was arranged to confirm the appointment of the new Headteacher, and 2 meetings were purposed to examine the risk assessment and plans for the prolonged closure and partial reopening of the academy due to the ongoing Covid-19 pandemic.

During the closure, meetings continued to be held through virtual means.

Attendance during the year at meetings of the board of Trustees was as follows:

| Trustee             | Meetings attended | Out of a possible |
|---------------------|-------------------|-------------------|
| Helen Brittain      | 7                 | 7                 |
| Marcus Brittain     | 7                 | 7                 |
| Nicholas Chambers   | 0                 | 4                 |
| Dawn Cooper         | 4                 | 4                 |
| Mark Garthwaite     | 8                 | 9                 |
| David Grant         | 5                 | 9                 |
| Ian Green           | 4                 | 5                 |
| Benjamin Hazzledine | 6                 | 8                 |
| Jeffrey Heskins     | 8                 | 9                 |
| Simon Hinton        | 1                 | 7                 |
| Helen Jenkin        | 5                 | 5                 |
| Nigel Johnson       | 4                 | 5                 |
| Jonathan Knowler    | 8                 | 8                 |
| Paul Merrell        | 7                 | 9                 |
| Abigail Parish      | 9                 | 9                 |
| Claire Salton       | 2                 | 4                 |
| Tim Smith           | 3                 | 4                 |
| Shaun Stevenson     | 3                 | 8                 |
| David Subden        | 9                 | 9                 |
| Adam Watson         | 7                 | 9                 |
| Pamela Watson       | 0                 | 0                 |
| Daryl Wicks-Randy   | 1                 | 4                 |

In terms of routine committees, Resources (including Finance) met 5 times with one further meeting to train new governors. Ethos and Relationships met twice and Quality of Education met once. These differences are due to the closure of the school during the Covid19 pandemic. Standing committees, by their nature, met less frequently with the Admissions Committee the only one to meet, and that met twice.

A committee of trustees, and external advisors was also created to recruit a new Headteacher for the school.

This year has been one of the most challenging in recent years for the trustees:

The Board has been led by a new Chair, following the retirement of his predecessor. The Board has provided excellent support for the Chair during this time, and has taken on board new approaches to procedures, in terms of openness and sharing of information. These have been increased during this period, and to good effect.

The early part of the year saw the recruitment process for a new Headteacher. From a good list of applicants 3 candidates were selected for the two-day assessment process, one internal and two external. Two (one internal, one external) were then invited to the second day, with the internal candidate, Mr Jonathan Knowler ultimately proving successful. It is worthy of note that all 3 candidates gave an excellent impression of themselves, and it is to Mr Knowler's credit that he was successful given the quality and experience of the other candidates.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**GOVERNANCE STATEMENT (CONTINUED)**

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**Governance (continued)**

The start of the year also saw the continuation of previously reported need for close scrutiny and monitoring of the School's financial position. This has involved continued close cooperation with the Education and Skills Funding Agency (ESFA) who have continued to work with the school in terms of long term financial planning.

The new School Business Leader who was appointed at the end of the 2018-2019 school year, supported by the entire Senior Leadership Team, has proved hugely successful in moving the academy to a much more regulatory compliant, positive and sustainable position for the academy's finances.

Certainly, the most difficult aspect of the year was brought about due to the Covid-19 pandemic. That being said, and despite his short time in office, the Headteacher has led the school through these difficult times in an exemplary manner. When the school was closed during the 'lockdown phase', clear written expectations were made of both staff and students, and these were part of exceptional communications with parents and guardians who have praised the way in which they were kept updated, and the teaching which the school provided through its virtual learning environment. Contact was maintained with students through their form teachers and Heads of Year, as well as through class teachers and support staff where necessary. As time progressed, the school also adapted its use of technology and thereby increased its ability for 'on-line' lessons where staff were able to deliver lessons to students in real time.

When the requirement to allow years 10 and 12 back into school was made, the entire staff and the Board of Trustees, supported the risk assessment and risk mitigation needed to ensure as full a return of these students as possible. In this way, students in these years were enabled to receive 2 full days of face-to-face classroom teaching per week, which will no doubt prove invaluable as they move through the next year and their GCSE and A Level examinations.

In common with schools nationally, the academy was impacted by the issue around the non-sitting of exams, and the subsequent confusion around awarded grades.

A robust, objective process was put in place to manage the Centre Assessed Grades, whereby every single child was discussed at class teacher, Head of Department, Head of Year and Senior Leadership Team level to ensure fairness, and accuracy of results, and maintaining levels of academic achievement seen in previous years. This meant that once again, students of William Farr achieved the grades they deserved for their efforts and advancement throughout their school career. The vast majority of year 13 students went on to study at their chosen Higher Education course and University.

Due to the nature of the assessments and awards this year, results for the 2020 cohort are not comparable with previous results.

Results for the 2020 cohort are, however, amongst the highest in the school's history for attainment and are the best according to our estimates of progress.

New strategic principles and priorities were set at the start of the 2019-2020 year, under a revised Senior Leadership structure, with a keen eye on the change to the inspection criteria under the new Ofsted framework. These have proved to be robust and appropriate, and the majority will be rolled onwards through the next year, with a further priority in relation to post-Covid return to 'normality' also added. These priorities are set under our existing vision and values which continue to be felt to be relevant and appropriate by the trustees.

The trustees continue to support a broad and balanced curriculum, offering a wide range of subjects to study, at both GCSE and A Level, again ensuring that the school vision is paramount. Prior to the Covid outbreak, the academy also continued to provide an extraordinary range of extra-curricular activities. School concerts and performances, art shows, school, district, and indeed national sporting involvement and many other events ably demonstrate the breadth of opportunities offered and accepted by the student body. These events also exhibit the incredible levels of talent across many fields which are exemplified by students at the academy. It is anticipated that once a new post-Covid normality is achieved, these activities will recommence at the same level.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**GOVERNANCE STATEMENT (CONTINUED)**

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**Governance (continued)**

The trustees would like to thank Mr Timothy Smith and Mr Shaun Stevenson who have both stood down as trustees at the end of their terms during this academic year. They have both provided many years of support for the academy as trustees. Thanks are also given to Mr Daryl Wicks-Randy who also stood down at the end of his first term of office. He is thanked for his support during his term in office.

During this year, following an audit of skills within the Board of Trustees, gaps were identified in terms of school finance, financial and legal knowledge. A recruitment campaign was mounted to gain new trustees with such knowledge and, as a result 4 Parent Governors and 1 Member Governor were appointed who between them bring knowledge of Human Resources, Finance, School Finance, Business and Education, Academia to the Board. These are welcome and needed trustees and skills, and are already proving their worth as part of the Board.

Trustees have continued to benefit from 'Gold' Membership of the National Governance Association (NGA). The facility for legal advice has been used to positive effect throughout the year and the incoming Chair of Governors has also successfully completed the NGA Chair training to ensure good continuity of leadership moving forwards, and that current best practice can be brought to the trustees.

The trustees also continue to benefit from excellent service from their professional Clerk and Company Secretary.

The trustees reviewed performance against strategy in June 2019 before reviewing and resetting priorities for the last academic year. This was done earlier than in previous years to enable the new Senior Leadership Team to introduce them to the school early in the academic year, giving clearer focus and direction. The review includes both internal and external data, and also information from visits to the school by trustees, as well as through the inspection process.

The Chair of Trustees also attended the first INSET day of the year to address the whole staff in terms of the trustees' role in setting direction. The increase in visibility of the trustees is key to the new approaches of the Board and has proved highly successful in building relationships across the academy which have proved their worth during the Covid-19 situation.

It is intended that an internal audit in relation to aspects of Governance will be conducted during this next academic year will be carried out by the newly appointed internal auditors. This will insure compliance with requirements and enable the Board to be confident in its approach to the key governance functions.

The previously named Finance Committee has now been amalgamated with the HR and Estates Committee and is now known as the Resources Committee. It is a Committee of the main Board of Trustees.

The purpose of the Resources Committee, in relation to financial matters is:

- To monitor and review expenditure on a regular basis and ensure compliance with its Funding Agreement;
- To consider a draft budget based on priorities in the school development plan to present to the Board of Trustees for adoption;
- To establish and monitor procedures for sound budgetary control;
- To determine financial delegation;
- To respond to any issues arising from the audit of the school's accounts;
- To ensure that financial implications of staffing decisions are identified and budgeted for;
- To recommend the appointment of auditors to the Board of Trustees.



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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**GOVERNANCE STATEMENT (CONTINUED)**

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**Governance (continued)**

Attendance during the year at meetings was as follows:

| Trustee           | Meetings attended | Out of a possible |
|-------------------|-------------------|-------------------|
| Helen Brittain    | 4                 | 5                 |
| Nicholas Chambers | 0                 | 1                 |
| Dawn Cooper       | 1                 | 1                 |
| Mark Garthwaite   | 4                 | 5                 |
| Ian Green         | 1                 | 1                 |
| Ben Hazzledine    | 5                 | 5                 |
| Simon Hinton      | 3                 | 5                 |
| Helen Jenkin      | 1                 | 1                 |
| Jonathan Knowler  | 5                 | 5                 |
| Paul Merrell      | 4                 | 5                 |
| Claire Salton     | 0                 | 1                 |
| Tim Smith         | 1                 | 3                 |
| Pamela Watson     | 1                 | 1                 |

The committee was joined during the year by a number of governors with financial expertise.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**GOVERNANCE STATEMENT (CONTINUED)**

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**Review of value for money**

As Accounting Officer, the Headteacher has responsibility for ensuring that the academy delivers good value in the use of public resources. The Accounting Officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

The Accounting Officer considers how the academy's use of its resources has provided good value for money during each academic year, and reports to the Board of Trustees where value for money can be improved, including the use of benchmarking data where appropriate. The Accounting Officer for the academy has delivered improved value for money during the year by:

- Salaries are the single highest cost to the academy and staffing levels are constantly reviewed to utilise spare capacity. Additionally, a new approach to staffing and recruitment was approved and introduced during late 2019/2020 to support the long term drive to reduce the balance of spend to 80:20 salaries:operational;
- Consistently use a three-quotation process for the supply of goods and services;
- Re-negotiating contracts such as the academy finance system to achieve further savings where possible.

The Board of Trustees is committed to achieving Best Value in all decisions made. It uses the principles of Best Value as they apply to securing continuous improvement in this academy and will:

- Regularly review and evaluate the functions of the school, challenging how and why services are provided and setting targets and performance indicators for improvement;
- Monitor outcomes and compare performance with similar schools and within the academy;
- Consult appropriate stakeholders before major decisions are made; and,
- Promote fair competition through quotations and tenders to ensure that goods and services are secured in the most economic, efficient and effective way.

It will strive to ensure that the academy is using its resources effectively to meet the needs of pupils and staff. It will submit its Best Value statement with the annual budget plan.

The progress of the annual budget plan and the Best Value statement will be monitored with the School Development Plan in order to determine the extent of continuous improvement.

The academy has in place a strategy and a set of guidelines, updated annually, which will ensure that Best Value will be reviewed and demonstrated.

**The purpose of the system of internal control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can, therefore, only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of academy policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in William Farr Church of England Comprehensive School for the year 1 September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**GOVERNANCE STATEMENT (CONTINUED)**

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**Capacity to handle risk**

The Board of Trustees has reviewed the key risks to which the academy is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Board of Trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy's significant risks that has been in place for the year 1 September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

**The risk and control framework**

The academy's system of internal financial control is based on a framework of regular management information and administrative procedures including the segregation of duties and a system of delegation and accountability. In particular, it includes:

- Comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the trustees;
- Regular reviews by the Finance Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- Setting targets to measure financial and other performance;
- Clearly defined purchasing (asset purchase or capital investment) guidelines;
- Delegation of authority and segregation of duties;
- Identification and management of risks.

The board of trustees has decided to buy-in an internal audit service from Forester Boyd

The Board of Trustees has considered the need for a specific internal audit function and invited tenders during November 2019 for the forthcoming internal audits. Forrester Boyd was appointed but plans for two audits were hampered by the closure during lockdown resulting in one audit carried out remotely during August 2020.

The internal auditor's role includes giving advice on financial matters and performing a range of checks on the academy's financial systems. In particular the checks carried out in the current period included:

- Purchase card transactions;
- Purchase invoices and orders;
- Review of monthly management accounts;
- Website compliance;
- Review of the risk register.

The report will be considered by the Resources Committee and reported to the Board with an action plan put in place to rectify any issues found.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**GOVERNANCE STATEMENT (CONTINUED)**

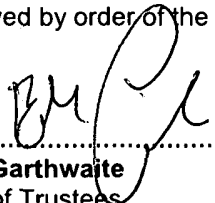
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**Review of effectiveness**

As Accounting Officer, the Headteacher has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the review has been informed by:

- the work of the SRMA/ESFA;
- the work of the internal auditors;
- the financial management and governance self-assessment process;
- Monthly oversight and support from accountants with the chosen finance system adopted by the academy (E1);
- the work of the executive managers within the academy who have responsibility for the development and maintenance of the internal control framework.

Approved by order of the members of the board of trustees on 23 November 2020 and signed on their behalf by:

  
.....  
**Mark Garthwaite**  
Chair of Trustees

  
.....  
**Jonathan Knowler**  
Accounting Officer

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE**

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As Accounting Officer of William Farr Church of England Comprehensive School I have considered my responsibility to notify the academy Board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy, under the funding agreement in place between the academy and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2019.

I confirm that I and the Academy Board of Trustees are able to identify any material irregular or improper use of all funds by the academy, or material non-compliance with the terms and conditions of funding under the academy's funding agreement and the Academies Financial Handbook 2019.

I confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date. If any instances are identified after the date of this statement, these will be notified to the Board of Trustees and ESFA.



.....  
**Jonathan Knowler**  
Accounting Officer

Date: 23 November 2020

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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The trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with the Academies Accounts Direction published by the Education and Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

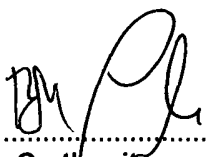
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements and,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls, which conform with the requirements both of propriety and of good financial management. They are also responsible for ensuring grants received from ESFA/DfE have been applied for the purposes intended.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by order of the members of the board of trustees and signed on its behalf by:

  
.....  
**Mark Garthwaite**  
Chair of Trustees  
Date: 23 November 2020

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF  
WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**

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**Opinion**

We have audited the financial statements of William Farr Church of England Comprehensive School (the 'academy') for the year ended 31 August 2020 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the academy's affairs as at 31 August 2020 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the academy in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the academy's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF  
WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL (CONTINUED)**

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**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' report thereon. Other information includes the Reference and administrative details, the Trustees' report including the Strategic report, and the Governance statement. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report including the Strategic report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report and the Strategic report have been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the academy and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report including the Strategic report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF  
WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL (CONTINUED)**

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**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the trustees (who are also the directors of the academy for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the academy's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the academy or to cease operations, or have no realistic alternative but to do so.

**Auditors' responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

**Use of our report**

This report is made solely to the academy's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the academy's members those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the academy and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

*Tara L Beeston*

**Tara Beeston FCA (Senior statutory auditor)**  
for and on behalf of  
**Duncan & Toplis Limited**  
Chartered Accountants and Statutory Auditors

15 Chequergate  
Louth  
Lincolnshire  
LN11 0LJ

24 November 2020

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO WILLIAM  
FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL AND THE EDUCATION AND SKILLS  
FUNDING AGENCY**

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In accordance with the terms of our engagement letter dated 2 August 2019 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2019 to 2020, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by William Farr Church of England Comprehensive School during the year 1 September 2019 to 31 August 2020 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to William Farr Church of England Comprehensive School and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to William Farr Church of England Comprehensive School and ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than William Farr Church of England Comprehensive School and ESFA, for our work, for this report, or for the conclusion we have formed.

**Respective responsibilities of William Farr Church of England Comprehensive School's  
accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of William Farr Church of England Comprehensive School's funding agreement with the Secretary of State for Education dated 31 December 2010 and the Academies Financial Handbook, extant from 1 September 2019, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2019 to 2020. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the year 1 September 2019 to 31 August 2020 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

**Approach**

We conducted our engagement in accordance with the Academies Accounts Direction 2019 to 2020 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

The objective of a limited assurance engagement is to perform such procedures as to obtain information and explanations in order to provide us with sufficient appropriate evidence to express a negative conclusion on regularity.

A limited assurance engagement is more limited in scope than a reasonable assurance engagement and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in a reasonable assurance engagement. Accordingly, we do not express a positive opinion.

Our engagement includes examination, on a test basis, of evidence relevant to the regularity and propriety of the academy's income and expenditure.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO WILLIAM  
FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL AND THE EDUCATION & SKILLS FUNDING  
AGENCY (CONTINUED)**

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**Conclusion**

In the course of our work, nothing has come to our attention which suggest in all material respects the expenditure disbursed and income received during the year 1 September 2019 to 31 August 2020 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*Tara L Beeston*

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**Tara Beeston FCA**

**Duncan & Toplis Limited**  
Chartered Accountants and Statutory Auditors

15 Chequergate  
Louth  
Lincolnshire  
LN11 0LJ

Date: 24 November 2020

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 AUGUST 2020**

|   | Note | Unrestricted<br>funds<br>2020<br>£ | Restricted<br>funds<br>2020<br>£ | Restricted<br>fixed asset<br>funds<br>2020<br>£ | Total<br>funds<br>2020<br>£ | Total<br>funds<br>2019<br>£ |
|---|------|------------------------------------|----------------------------------|---|-----------------------------|-----------------------------|
| <b>Income from:</b>   |      |                                    |                                  |   |                             |                             |
| Donations and capital grants  | 3    | -                                  | -                                | 29,836  | 29,836                      | 107,514                     |
| Charitable activities:  | 4    |                                    |                                  |   |                             |                             |
| Funding for the Academy's educational operations                    |      | 252,169                            | 7,910,415                        | -   | 8,162,584                   | 7,875,789                   |
| Other trading activities  | 5    | 350,941                            | 98,558                           | -   | 449,499                     | 601,542                     |
| Investments   | 6    | 2,744                              | -                                | -   | 2,744                       | 2,118                       |
| <b>Total income</b>   |      | <b>605,854</b>                     | <b>8,008,973</b>                 | <b>29,836</b>                                   | <b>8,644,663</b>            | <b>8,586,963</b>            |
| <b>Expenditure on:</b>  |      |                                    |                                  |   |                             |                             |
| Raising funds   |      | 83,051                             | 14,974                           | -   | 98,025                      | 129,840                     |
| Charitable activities:  |      |                                    |                                  |   |                             |                             |
| Academy trust educational operations                                |      | 508,678                            | 8,052,994                        | 343,092   | 8,904,764                   | 8,784,287                   |
| <b>Total expenditure</b>  |      | <b>591,729</b>                     | <b>8,067,968</b>                 | <b>343,092</b>                                  | <b>9,002,789</b>            | <b>8,914,127</b>            |
| <b>Net movement in funds before other recognised gains/(losses)</b> |      | <b>14,125</b>                      | <b>(58,995)</b>                  | <b>(313,256)</b>                                | <b>(358,126)</b>            | <b>(327,164)</b>            |
| <b>Other recognised gains/(losses):</b>                             |      |                                    |                                  |   |                             |                             |
| Actuarial gains/(losses) on defined benefit pension schemes         | 26   | -                                  | 301,000                          | -   | 301,000                     | (1,096,000)                 |
| <b>Net movement in funds</b>  |      | <b>14,125</b>                      | <b>242,005</b>                   | <b>(313,256)</b>                                | <b>(57,126)</b>             | <b>(1,423,164)</b>          |
| <b>Reconciliation of funds:</b>                                     |      |                                    |                                  |   |                             |                             |
| Total funds brought forward   |      | 96,339                             | (3,508,665)                      | 11,045,553                                      | 7,633,227                   | 9,056,391                   |
| Net movement in funds   |      | 14,125                             | 242,005                          | (313,256)                                       | (57,126)                    | (1,423,164)                 |
| <b>Total funds carried forward</b>                                  |      | <b>110,464</b>                     | <b>(3,266,660)</b>               | <b>10,732,297</b>                               | <b>7,576,101</b>            | <b>7,633,227</b>            |

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 07469546**

**BALANCE SHEET**  
**AS AT 31 AUGUST 2020**

|   | Note | 2020<br>£   | 2019<br>£   |
|---|------|-------------|-------------|
| <b>Fixed assets</b>                                     |      |             |             |
| Tangible assets   | 13   | 10,719,265  | 11,034,445  |
| <b>Current assets</b>                                   |      |             |             |
| Stocks  | 14   | 75,700      | 50,405      |
| Debtors   | 15   | 204,005     | 238,699     |
| Cash at bank and in hand                                |      | 634,052     | 417,448     |
| <b>Liabilities</b>                                      |      | 913,757     | 706,552     |
| Creditors: amounts falling due within one year          | 16   | (405,921)   | (506,979)   |
| <b>Net current assets / liabilities</b>                 |      | 507,836     | 199,573     |
| <b>Total assets less current liabilities</b>            |      | 11,227,101  | 11,234,018  |
| Creditors: amounts falling due after more than one year | 17   | -           | (20,791)    |
| <b>Net assets excluding pension liability</b>           |      | 11,227,101  | 11,213,227  |
| Defined benefit pension scheme liability                | 26   | (3,651,000) | (3,580,000) |
| <b>Total net assets</b>                                 |      | 7,576,101   | 7,633,227   |
| <b>Funds of the academy</b>                             |      |             |             |
| <b>Restricted funds:</b>                                |      |             |             |
| Fixed asset funds                                       | 18   | 10,732,297  | 11,045,553  |
| Restricted income funds                                 | 18   | 384,340     | 71,335      |
| Restricted funds excluding pension liability            | 18   | 11,116,637  | 11,116,888  |
| Pension reserve   | 18   | (3,651,000) | (3,580,000) |
| <b>Total restricted funds</b>                           | 18   | 7,465,637   | 7,536,888   |
| <b>Unrestricted income funds</b>                        | 18   | 110,464     | 96,339      |
| <b>Total funds</b>                                      |      | 7,576,101   | 7,633,227   |

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)  
REGISTERED NUMBER: 07469546

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**BALANCE SHEET (CONTINUED)**  
**AS AT 31 AUGUST 2020**

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The financial statements on pages 50 to 83 were approved by the trustees, and authorised for issue on 23 November 2020 and are signed on their behalf, by:



Jonathan Knowler  
(Accounting Officer)



Mark Garthwaite  
(Chair of Trustees)

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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|   | Note | 2020<br>£             | 2019<br>£      |
|---|------|-----------------------|----------------|
| <b>Cash flows from operating activities</b>             |      |                       |                |
| Net cash provided by operating activities               | 20   | <b>232,727</b>        | 239,094        |
| <b>Cash flows from investing activities</b>             | 22   | <b>4,668</b>          | (42,318)       |
| <b>Cash flows from financing activities</b>             | 21   | <b>(20,791)</b>       | (20,791)       |
| <b>Change in cash and cash equivalents in the year</b>  |      | <b>216,604</b>        | 175,985        |
| Cash and cash equivalents at the beginning of the year  |      | <b>417,448</b>        | 241,463        |
| <b>Cash and cash equivalents at the end of the year</b> | 23   | <u><b>634,052</b></u> | <u>417,448</u> |

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

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**1. Accounting policies**

A summary of the principal accounting policies adopted (which have been applied consistently, except where noted), judgments and key sources of estimation uncertainty, is set out below.

**1.1 Basis of preparation of financial statements**

The financial statements of the academy, which is a public benefit entity under FRS 102, have been prepared under the historic cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2019 to 2020 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

**1.2 Going concern**

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Academy to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Academy has adequate resources to continue to adopt the going concern basis of accounting in preparing the financial statements.



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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**1. Accounting policies (continued)**

**1.3 Income**

All incoming resources are recognised when the academy has entitlement to the funds, the receipt is probable and the amount can be measured reliably.

- **Grants**

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

General Annual Grant is recognised in full in the Statement of financial activities in the year for which it is receivable and any abatement in respect of the year is deducted from income and recognised as a liability.

Capital grants are recognised in full when there is an unconditional entitlement to the grant. Unspent amounts of capital grants are reflected in the Balance sheet in the restricted fixed asset fund. Capital grants are recognised when there is entitlement and are not deferred over the life of the asset on which they are expended.

- **Sponsorship income**

Sponsorship income provided to the academy which amounts to a donation is recognised in the Statement of financial activities in the year in which it is receivable (where there are no performance-related conditions) where receipt is probable and it can be measured reliably.

- **Donations**

Donations are recognised on a receivable basis (where there are no performance-related conditions) where the receipt is probable and the amount can be reliably measured.

- **Other income**

Other income, including the hire of facilities, is recognised in the year it is receivable and to the extent the academy has provided the goods or services.

**1.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

- **Expenditure on raising funds**

This includes all expenditure incurred by the academy to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

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**1. Accounting policies (continued)**

**1.4 Expenditure (continued)**

**• Charitable activities**

These are costs incurred on the academy's educational operations, including support costs and costs relating to the governance of the academy apportioned to charitable activities.

All resources expended are inclusive of irrecoverable VAT.

**1.5 Taxation**

The academy is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Accordingly, the academy is potentially exempt from taxation in respect of income or capital gains received within categories covered by Part 11, chapter 3 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**1.6 Tangible fixed assets**

Assets costing £1,000 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance sheet at cost and depreciated over their expected useful economic life. Where there are specific conditions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Statement of financial activities and carried forward in the Balance sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the Statement of financial activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

Depreciation is provided on all tangible fixed assets other than leasehold land, at rates calculated to write off the cost of these assets, less their estimated residual value, over their expected useful lives on the following bases:

|                              |                                 |
|------------------------------|---------------------------------|
| Long-term leasehold property | - 2% straight line or valuation |
| Furniture and equipment      | - 20% straight line             |
| Computer equipment           | - 33% straight line             |

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**1. Accounting policies (continued)**

**1.7 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**1.8 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.9 Liabilities**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the academy anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**1.10 Provisions**

Provisions are recognised when the academy has an obligation at the reporting date as a result of a past event which it is probable will result in the transfer of economic benefits and the obligation can be estimated reliably.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

**1.11 Financial instruments**

The academy only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the academy and their measurement bases are as follows:

*Financial assets* - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 15. Prepayments are not financial instruments.

*Cash at bank* - is classified as a basic financial instrument and is measured at face value.

*Financial liabilities* - trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in notes 16 and 17. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

**1.12 Operating leases**

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

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**1. Accounting policies (continued)**

**1.13 Pensions**

Retirement benefits to employees of the academy are provided by the Teachers' Pension Scheme ("TPS") and the Local Government Pension Scheme ("LGPS"). These are defined benefit schemes.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the academy in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

The LGPS is a funded multi-employer scheme and the assets are held separately from those of the academy in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each Balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/asset is also recognised in the Statement of financial activities and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses.

Actuarial gains and losses are recognised immediately in other recognised gains and losses.

**1.14 Agency arrangements**

The academy trust acts as an agent in distributing 16 - 19 bursary funds from ESFA. The funds received and paid and any balances held are disclosed in the notes.

**1.15 Fund accounting**

Unrestricted income funds represent those resources which may be used towards meeting any of the charitable objects of the academy at the discretion of the trustees.

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by the funders where the asset acquired or created is held for a specific purpose.

Restricted general funds comprise all other restricted funds received with restrictions imposed by the funder/donor and include grants from the Department for Education Group.

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**2. Critical accounting estimates and areas of judgment**

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The academy trust makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 26, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 2020. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

**3. Income from donations and capital grants**

|                   | <b>Restricted<br/>fixed asset<br/>funds<br/>2020<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> | <i>Total<br/>funds<br/>2019<br/>£</i> |
|-------------------|--|---------------------------------------|---------------------------------------|
| Capital Grants    | 29,836   | <b>29,836</b>                         | 107,514                               |
|                   | <hr/>  | <hr/>                                 | <hr/>                                 |
| <i>Total 2019</i> | 107,514  | 107,514                               |                                       |
|                   | <hr/>  | <hr/>                                 |                                       |

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**4. Funding for the Academy's educational operations**

|                                       | Unrestricted<br>funds<br>2020<br>£ | Restricted<br>funds<br>2020<br>£ | Total<br>funds<br>2020<br>£ |
|---------------------------------------|------------------------------------|----------------------------------|-----------------------------|
| <b>DfE/ESFA grants</b>                |                                    |                                  |                             |
| General Annual Grant (GAG)            | -                                  | 6,892,101                        | 6,892,101                   |
| Teachers Pay and Pension Grant        | -                                  | 385,428                          | 385,428                     |
| Pupil Premium                         | -                                  | 207,245                          | 207,245                     |
| Other DfE/ESFA Revenue grants         | -                                  | 20,887                           | 20,887                      |
|                                       | -                                  | 7,505,661                        | 7,505,661                   |
| <b>Other government grants</b>        |                                    |                                  |                             |
| SEN 1-1 Funding                       | -                                  | 333,985                          | 333,985                     |
| Other Local Authority revenue grants  | -                                  | 5,971                            | 5,971                       |
| Other government revenue grants       | -                                  | 1,500                            | 1,500                       |
|                                       | -                                  | 341,456                          | 341,456                     |
| <b>Other funding</b>                  |                                    |                                  |                             |
| Pupil catering and other income       | 252,169                            | 8,893                            | 261,062                     |
|                                       | 252,169                            | 8,893                            | 261,062                     |
| <b>Exceptional government funding</b> |                                    |                                  |                             |
| Other Coronavirus funding             | -                                  | 54,405                           | 54,405                      |
| <b>Total 2020</b>                     | <b>252,169</b>                     | <b>7,910,415</b>                 | <b>8,162,584</b>            |

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**4. Funding for the Academy's educational operations (continued)**

|                                      | <i>Unrestricted<br/>funds<br/>2019<br/>£</i> | <i>Restricted<br/>funds<br/>2019<br/>£</i> | <i>Total<br/>funds<br/>2019<br/>£</i> |
|--------------------------------------|--|--|---------------------------------------|
| <b>DfE/ESFA grants</b>               |  |  |                                       |
| General Annual Grant (GAG)           | -  | 6,920,465                                  | 6,920,465                             |
| Teachers Pay and Pension Grant       | -  | 67,711                                     | 67,711                                |
| Pupil Premium                        | -  | 213,518                                    | 213,518                               |
| Other DfE/ESFA Revenue grants        | -  | 15,288                                     | 15,288                                |
|                                      | -  | 7,216,982                                  | 7,216,982                             |
| <b>Other government grants</b>       |  |  |                                       |
| SEN 1-1 Funding                      | -  | 249,215                                    | 249,215                               |
| Other Local Authority revenue grants | -  | 8,170                                      | 8,170                                 |
| Other government revenue grants      | -  | 3,989                                      | 3,989                                 |
|                                      | -  | 261,374                                    | 261,374                               |
| <b>Other Funding</b>                 |  |  |                                       |
| Pupil catering and other income      | 392,033                                      | 5,400                                      | 397,433                               |
|                                      | 392,033                                      | 5,400                                      | 397,433                               |
|                                      | 392,033                                      | 7,483,756                                  | 7,875,789                             |

The academy trust has been eligible to claim additional funding in the year from government support schemes in response to the Coronavirus outbreak. The funding received is shown above under "exceptional government funding".

The funding received for Coronavirus exceptional support covers £54,405 of exceptional costs. These costs are included in the expenses notes below as appropriate.

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**5. Income from other trading activities**

|                             | Unrestricted<br>funds<br>2020<br>£ | Restricted<br>funds<br>2020<br>£ | Total<br>funds<br>2020<br>£ |
|-----------------------------|------------------------------------|----------------------------------|-----------------------------|
| Catering income (non pupil) | 53,263                             | -                                | 53,263                      |
| Uniform sales               | 65,424                             | -                                | 65,424                      |
| School trip income          | 27,100                             | -                                | 27,100                      |
| Lettings income             | 4,682                              | -                                | 4,682                       |
| Other income                | 200,472                            | 98,558                           | 299,030                     |
| <b>Total 2020</b>           | <b>350,941</b>                     | <b>98,558</b>                    | <b>449,499</b>              |

|                             | Unrestricted<br>funds<br>2019<br>£ | Restricted<br>funds<br>2019<br>£ | Total<br>funds<br>2019<br>£ |
|-----------------------------|------------------------------------|----------------------------------|-----------------------------|
| Catering income (non pupil) | 39,825                             | -                                | 39,825                      |
| Uniform sales               | 100,076                            | -                                | 100,076                     |
| School trip income          | 115,761                            | -                                | 115,761                     |
| Lettings income             | 8,446                              | -                                | 8,446                       |
| Other income                | 184,994                            | 152,440                          | 337,434                     |
|                             | <b>449,102</b>                     | <b>152,440</b>                   | <b>601,542</b>              |

**6. Investment income**

|                       | Unrestricted<br>funds<br>2020<br>£ | Total<br>funds<br>2020<br>£ | Total<br>funds<br>2019<br>£ |
|-----------------------|------------------------------------|-----------------------------|-----------------------------|
| Bank account interest | 2,744                              | 2,744                       | 2,118                       |



**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**7. Expenditure**

|   | <b>Staff Costs<br/>2020<br/>£</b> | <b>Premises<br/>2020<br/>£</b> | <b>Other<br/>2020<br/>£</b> | <b>Total<br/>2020<br/>£</b> |
|---|-----------------------------------|--------------------------------|-----------------------------|-----------------------------|
| Expenditure on fundraising trading activities:          |                                   |                                |                             |                             |
| Direct costs  | 6,468                             | -                              | 91,557                      | <b>98,025</b>               |
| Funding for the academy trust's educational operations: |                                   |                                |                             |                             |
| Direct costs  | 5,578,855                         | 258,159                        | 599,412                     | <b>6,436,426</b>            |
| Allocated support costs                                 | 1,574,268                         | 356,593                        | 537,477                     | <b>2,468,338</b>            |
| <b>Total 2020</b>                                       | <b>7,159,591</b>                  | <b>614,752</b>                 | <b>1,228,446</b>            | <b>9,002,789</b>            |
|   |                                   |                                |                             |                             |
|   | <b>Staff Costs<br/>2019<br/>£</b> | <b>Premises<br/>2019<br/>£</b> | <b>Other<br/>2019<br/>£</b> | <b>Total<br/>2019<br/>£</b> |
| Expenditure on fundraising trading activities:          |                                   |                                |                             |                             |
| Direct costs  | -                                 | -                              | 129,840                     | <b>129,840</b>              |
| Funding for the academy trust's educational operations: |                                   |                                |                             |                             |
| Direct costs  | 5,946,660                         | 252,536                        | 764,632                     | <b>6,963,828</b>            |
| Allocated support costs                                 | 826,355                           | 411,067                        | 583,037                     | <b>1,820,459</b>            |
| <b>Total 2019</b>                                       | <b>6,773,015</b>                  | <b>663,603</b>                 | <b>1,477,509</b>            | <b>8,914,127</b>            |

**8. Analysis of expenditure by activities**

|  | <b>Activities<br/>undertaken<br/>directly<br/>2020<br/>£</b> | <b>Support<br/>costs<br/>2020<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> |
|--|--|---|---------------------------------------|
| Funding for the academy trust's educational operations | <b>6,436,426</b>   | <b>2,468,338</b>                        | <b>8,904,764</b>                      |

**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**8. Analysis of expenditure by activities (continued)**

|  | <i>Activities<br/>undertaken<br/>directly<br/>2019<br/>£</i> | <i>Support<br/>costs<br/>2019<br/>£</i> | <i>Total<br/>funds<br/>2019<br/>£</i> |
|--|--|---|---------------------------------------|
| Funding for the academy trust's educational operations | <u>6,963,828</u>   | <u>1,820,459</u>                        | <u>8,784,287</u>                      |

**Analysis of direct costs**

|                         | <i>Educational<br/>operations<br/>2020<br/>£</i> | <i>Total<br/>funds<br/>2020<br/>£</i> | <i>Total<br/>funds<br/>2019<br/>£</i> |
|-------------------------|--|---------------------------------------|---------------------------------------|
| Staff costs             | 5,578,855  | 5,578,855                             | 5,946,659                             |
| Depreciation            | 343,092  | 343,092                               | 338,613                               |
| Educational supplies    | 296,520  | 296,520                               | 436,086                               |
| Examination fees        | 125,463  | 125,463                               | 138,228                               |
| Staff development       | 16,187   | 16,187                                | 14,647                                |
| Educational consultancy | 11,375   | 11,375                                | 13,014                                |
| Other costs             | 64,934   | 64,934                                | 76,581                                |
| <b>Total 2020</b>       | <u>6,436,426</u>                                 | <u>6,436,426</u>                      | <u>6,963,828</u>                      |

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**8. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

|                                       | <b>Educational<br/>operations<br/>2020<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> | <i>Total<br/>funds<br/>2019<br/>£</i> |
|---------------------------------------|--|---------------------------------------|---------------------------------------|
| Staff costs                           | 1,574,268  | <b>1,574,268</b>                      | 826,356                               |
| Technology costs                      | 58,617   | <b>58,617</b>                         | 74,809                                |
| Maintenance of premises and equipment | 125,415  | <b>125,415</b>                        | 86,094                                |
| Cleaning                              | 12,002   | <b>12,002</b>                         | 57,692                                |
| Rent and rates                        | 56,479   | <b>56,479</b>                         | 68,165                                |
| Energy costs                          | 140,933  | <b>140,933</b>                        | 140,841                               |
| Insurance                             | 26,208   | <b>26,208</b>                         | 31,462                                |
| Security                              | 800  | <b>800</b>                            | 2,341                                 |
| Transport                             | 14,768   | <b>14,768</b>                         | 13,508                                |
| Telephone, postage and stationery     | 25,953   | <b>25,953</b>                         | 76,418                                |
| Catering                              | 174,074  | <b>174,074</b>                        | 162,443                               |
| Other costs                           | 95,372   | <b>95,372</b>                         | 92,758                                |
| Bank interest and charges             | 2,111  | <b>2,111</b>                          | 3,169                                 |
| Operating leases - other              | 120,211  | <b>120,211</b>                        | 119,113                               |
| Auditors' remuneration                | 25,315   | <b>25,315</b>                         | 47,165                                |
| Legal fees                            | 5,301  | <b>5,301</b>                          | 5,372                                 |
| Professional fees                     | 10,511   | <b>10,511</b>                         | 12,753                                |
| <b>Total 2020</b>                     | <b>2,468,338</b>                                 | <b>2,468,338</b>                      | <b>1,820,459</b>                      |

During the year ended 31 August 2020, the Academy incurred the following Governance costs:

£41,127 (2019 - £65,290) included within the table above in respect of Funding for the academy trust's educational operations.

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**9. Net income/(expenditure)**

Net income/(expenditure) for the year includes:

|                                       | 2020<br>£      | 2019<br>£      |
|---------------------------------------|----------------|----------------|
| Operating lease rentals               | 120,211        | 119,113        |
| Depreciation of tangible fixed assets | 343,092        | 338,613        |
| Profit on disposal of fixed assets    | -              | (7,200)        |
| Fees paid to auditors for:            |                |                |
| - audit                               | 9,600          | 15,100         |
| - other services                      | 15,715         | 32,065         |
|                                       | <u>125,618</u> | <u>197,591</u> |

**10. Staff**

**a. Staff costs**

Staff costs during the year were as follows:

|                           | 2020<br>£        | 2019<br>£        |
|---------------------------|------------------|------------------|
| Wages and salaries        | 5,124,736        | 5,108,901        |
| Social security costs     | 489,943          | 484,736          |
| Pension costs             | 1,469,007        | 1,131,004        |
|                           | <u>7,083,686</u> | <u>6,724,641</u> |
| Agency staff costs        | 75,905           | 30,181           |
| Staff restructuring costs | -                | 18,193           |
|                           | <u>7,159,591</u> | <u>6,773,015</u> |

Staff restructuring costs comprise:

|                    | 2020<br>£ | 2019<br>£     |
|--------------------|-----------|---------------|
| Severance payments | -         | 18,193        |
|                    | <u>-</u>  | <u>18,193</u> |

**b. Non-statutory/non-contractual staff severance payments**

There were no non-statutory/non-contractual staff severance payments in 2020 (2019: One non-contractual amount of £12,691).

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**10. Staff (continued)**

**c. Staff numbers**

The average number of persons employed by the academy during the year was as follows:

|             | 2020<br>No. | 2019<br>No. |
|-------------|-------------|-------------|
| Management  | 1           | 1           |
| Teaching    | 93          | 94          |
| Other staff | 97          | 92          |
|             | <u>191</u>  | <u>187</u>  |

The average headcount expressed as full-time equivalents was:

|             | 2020<br>No. | 2019<br>No. |
|-------------|-------------|-------------|
| Management  | 1           | 1           |
| Teaching    | 85          | 87          |
| Other staff | 57          | 61          |
|             | <u>143</u>  | <u>149</u>  |

**d. Higher paid staff**

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

|                                 | 2020<br>No. | 2019<br>No. |
|---------------------------------|-------------|-------------|
| In the band £60,001 - £70,000   | 4           | 4           |
| In the band £70,001 - £80,000   | -           | 1           |
| In the band £90,001 - £100,000  | 1           | -           |
| In the band £110,001 - £120,000 | -           | 1           |
|                                 | <u>-</u>    | <u>1</u>    |

**e. Key management personnel**

The key management personnel of the academy comprise the trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the academy was £772,008 (2019 £830,999).

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**11. Trustees' remuneration and expenses**

One or more trustees has been paid remuneration or has received other benefits from an employment with the academy. The principal and other staff trustees only receive remuneration in respect of services they provide undertaking the roles of principal and staff members under their contracts of employment. The value of trustees' remuneration and other benefits was as follows:

|  |                            | <b>2020</b>  | <b>2019</b>  |
|--|----------------------------|--------------|--------------|
|  |                            | <b>£'000</b> | <b>£'000</b> |
| Jonathan Knowler, (Appointed as Interim Headteacher and Accounting Officer 1 September 2019) | Remuneration               | 90 - 95      | Nil          |
|  | Pension contributions paid | 20 - 25      | Nil          |
| Andrew Stones, (Resigned as Headteacher and Accounting Officer 31 August 2019)               | Remuneration               | Nil          | 110 - 115    |
|  | Pension contributions paid | Nil          | 15 - 20      |
| Helen Brittain, (Staff Trustee)  | Remuneration               | 45 - 50      | 45 - 50      |
|  | Pension contributions paid | 10 - 15      | 5 - 10       |
| Marcus Brittain, (Staff Trustee)   | Remuneration               | 40 - 45      | 40 - 45      |
|  | Pension contributions paid | 5 - 10       | Nil          |
| Simon Hinton, (Staff Trustee)  | Remuneration               | 30 - 35      | 30 - 35      |
|  | Pension contributions paid | 5 - 10       | 5 - 10       |

During the year ended 31 August 2020, expenses totalling £775 were reimbursed or paid directly to 2 trustees (2019 - £345 to 3 trustees) in relation to travel and academy maintenance expenses. At 31st August 2020 £155 (2019 - Nil) was owed to 1 trustee.

**12. Trustees' and Officers' insurance**

The academy has opted into the Department of Education's risk protection arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and provides cover up to £10,000,000. It is not possible to quantify the trustees and officers indemnity element from the overall cost of the RPA scheme membership.

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**13. Tangible fixed assets**

|                          | Long-term<br>leasehold<br>property<br>£ | Furniture<br>and<br>equipment<br>£ | Computer<br>equipment<br>£ | Total<br>£ |
|--------------------------|---|------------------------------------|----------------------------|------------|
| <b>Cost or valuation</b> |   |                                    |                            |            |
| At 1 September 2019      | 12,933,850                              | 549,373                            | 590,652                    | 14,073,875 |
| Additions                | -                                       | 9,635                              | 18,277                     | 27,912     |
| At 31 August 2020        | 12,933,850                              | 559,008                            | 608,929                    | 14,101,787 |
| <b>Depreciation</b>      |   |                                    |                            |            |
| At 1 September 2019      | 2,006,968                               | 466,393                            | 566,069                    | 3,039,430  |
| Charge for the year      | 258,159                                 | 59,130                             | 25,803                     | 343,092    |
| At 31 August 2020        | 2,265,127                               | 525,523                            | 591,872                    | 3,382,522  |
| <b>Net book value</b>    |   |                                    |                            |            |
| At 31 August 2020        | 10,668,723                              | 33,485                             | 17,057                     | 10,719,265 |
| At 31 August 2019        | 10,926,882                              | 82,980                             | 24,583                     | 11,034,445 |

**14. Stocks**

|                                  | 2020<br>£ | 2019<br>£ |
|----------------------------------|-----------|-----------|
| Consumables and goods for resale | 75,700    | 50,405    |

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**15. Debtors**

|                                | 2020<br>£      | 2019<br>£      |
|--------------------------------|----------------|----------------|
| <b>Due within one year</b>     |                |                |
| Trade debtors                  | 3,259          | 12,272         |
| Other debtors                  | 7,554          | 10,886         |
| Prepayments and accrued income | 145,137        | 132,416        |
| VAT recoverable                | 14,899         | 40,552         |
| Grants receivable              | 33,156         | 42,573         |
|                                | <u>204,005</u> | <u>238,699</u> |

**16. Creditors: Amounts falling due within one year**

|                                    | 2020<br>£      | 2019<br>£      |
|------------------------------------|----------------|----------------|
| Other loans                        | 20,791         | 20,790         |
| Trade creditors                    | 58,057         | 72,840         |
| Other taxation and social security | 120,909        | 103,842        |
| Other creditors                    | 144,908        | 17,221         |
| Accruals and deferred income       | 61,256         | 292,286        |
|                                    | <u>405,921</u> | <u>506,979</u> |

|  | 2020<br>£     | 2019<br>£     |
|--|---------------|---------------|
| Deferred income at 1 September 2019    | 98,608        | 48,291        |
| Resources deferred during the year     | 16,160        | 98,608        |
| Amounts released from previous periods | (98,608)      | (48,291)      |
|  | <u>16,160</u> | <u>98,608</u> |

Deferred income as at 31 August 2020 comprises of school trips due to take place in the year ended 31 August 2021.



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**17. Creditors: Amounts falling due after more than one year**

|             | <b>2020</b>       | <b>2019</b>       |
|-------------|-------------------|-------------------|
|             | <b>£</b>          | <b>£</b>          |
| Other loans | -                 | 20,791            |
|             | <u>          </u> | <u>          </u> |

The above loan relates to a Salix loan agreement incepted as part of a solar panels project. This loan is repayable over 7 years in half-yearly installments with an interest rate of 0%.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**18. Statement of funds**

|                                       | Balance at 1<br>September<br>2019<br>£ | Income<br>£             | Expenditure<br>£          | Transfers<br>in/out<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 August<br>2020<br>£ |
|---------------------------------------|--|-------------------------|---------------------------|--------------------------|-------------------------|--------------------------------------|
| <b>Unrestricted funds</b>             |  |                         |                           |                          |                         |                                      |
| General and unrestricted school funds | 96,339                                 | 605,854                 | (591,729)                 | -                        | -                       | 110,464                              |
| <b>Restricted general funds</b>       |  |                         |                           |                          |                         |                                      |
| General Annual Grant (GAG)            | 71,335                                 | 6,892,101               | (7,303,794)               | 439,833                  | -                       | 99,475                               |
| Other DfE/ESFA grants                 | -                                      | 406,315                 | (29,760)                  | (385,428)                | -                       | (8,873)                              |
| Pupil premium                         | -                                      | 209,245                 | (209,245)                 | -                        | -                       | -                                    |
| Other grants - local authority        | -                                      | 339,957                 | (3,000)                   | -                        | -                       | 336,957                              |
| Other income                          | -                                      | 105,450                 | (150,169)                 | -                        | -                       | (44,719)                             |
| Other grants                          | -                                      | 55,905                  | -                         | (54,405)                 | -                       | 1,500                                |
| Pension reserve                       | (3,580,000)                            | -                       | (372,000)                 | -                        | 301,000                 | (3,651,000)                          |
|                                       | <u>(3,508,665)</u>                     | <u>8,008,973</u>        | <u>(8,067,968)</u>        | <u>-</u>                 | <u>301,000</u>          | <u>(3,266,660)</u>                   |
| <b>Restricted fixed asset funds</b>   |  |                         |                           |                          |                         |                                      |
| DfE/ESFA capital grants               | 587,186                                | 29,836                  | (23,220)                  | -                        | -                       | 593,802                              |
| Capital expenditure from GAG          | 535,873                                | -                       | (54,531)                  | -                        | -                       | 481,342                              |
| Capital expenditure from other income | 9,922,494                              | -                       | (265,341)                 | -                        | -                       | 9,657,153                            |
|                                       | <u>11,045,553</u>                      | <u>29,836</u>           | <u>(343,092)</u>          | <u>-</u>                 | <u>-</u>                | <u>10,732,297</u>                    |
| <b>Total Restricted funds</b>         | <u>7,536,888</u>                       | <u>8,038,809</u>        | <u>(8,411,060)</u>        | <u>-</u>                 | <u>301,000</u>          | <u>7,465,637</u>                     |
| <b>Total funds</b>                    | <u><u>7,633,227</u></u>                | <u><u>8,644,663</u></u> | <u><u>(9,002,789)</u></u> | <u><u>-</u></u>          | <u><u>301,000</u></u>   | <u><u>7,576,101</u></u>              |

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**18. Statement of funds (continued)**

The specific purposes for which the funds are to be applied are as follows:

General Annual Grant (GAG) must be used for the normal running costs of the Academy.

Other DfE / ESFA Grants comprise of various grants awarded for specific projects, in particular to boost standards of attainment. Grants include Pupil Premium funding which is intended to support education from pupils from a disadvantaged background. Grants also include the Teachers Pay and Pension Grant which is intended to finance the statutory increases in teachers pay and pension.

Local Government Grants includes funding provided for pupils with Statements of Special Educational Needs and is used by the academy to assist with the pupil's education.

Devolved capital funding is that provided to academies to use as it sees fit in areas such as improvements to buildings or facilities, or the repair or refurbishment of such.

Other capital grants are provided to the academy based on specific bids for individual projects.

Other income comprises various other receipts including school meals. The income is classed as restricted or unrestricted based on the nature of the income.

The pension reserve arises from the actuarial measurement of the Academy's share of the Local Government Pension Scheme deficit. This deficit is recorded as a provision. The actuarial cost of employing staff during the year is initially reflected in the normal running costs of the school in the restricted pension fund. The amount included in resources expended represents the pension cost for the year charged to income and expenditure that arises from actuarial calculations of service cost rather than employer contributions paid, and amounts to £372,000. Actuarial gains and losses that arise from changes in assumptions by the actuary or wider influences are shown in the restricted pension fund, the movement this year being a net £301,000 actuarial decrease in the net pension fund deficit.

Restricted fixed asset funds represent monies received in respect of and spent on fixed assets. This includes assets inherited on conversion. The total of resources expended within this fund include the depreciation charge for the year. The transfers figure is the amount of other funds used to acquire fixed assets.

Under the funding agreement with the Secretary of State, the academy was not subject to a limit on the amount of GAG it could carry forward at 31 August 2020.

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**18. Statement of funds (continued)**

Comparative information in respect of the preceding year is as follows:

|                                       | Balance at<br>1 September<br>2018<br>£ | Income<br>£      | Expenditure<br>£   | Transfers<br>in/out<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 August<br>2019<br>£ |
|---------------------------------------|--|------------------|--------------------|--------------------------|-------------------------|--------------------------------------|
| <b>Unrestricted funds</b>             |  |                  |                    |                          |                         |                                      |
| General and unrestricted school funds | (14,598)                               | 843,253          | (732,316)          | -                        | -                       | 96,339                               |
| <b>Restricted general funds</b>       |  |                  |                    |                          |                         |                                      |
| General Annual Grant (GAG)            | (19,270)                               | 6,920,465        | (7,098,341)        | 268,481                  | -                       | 71,335                               |
| Other DfE/ESFA grants                 | (7,766)                                | 296,517          | (51,217)           | (237,534)                | -                       | -                                    |
| Pupil premium                         | -                                      | 3,989            | (4,237)            | 248                      | -                       | -                                    |
| Other grants - local authority        | -                                      | 257,385          | -                  | (257,385)                | -                       | -                                    |
| School fund - restricted element      | 5,373                                  | 157,840          | (389,403)          | 226,190                  | -                       | -                                    |
| Pension reserve                       | (2,184,000)                            | -                | (300,000)          | -                        | (1,096,000)             | (3,580,000)                          |
|                                       | <u>(2,205,663)</u>                     | <u>7,636,196</u> | <u>(7,843,198)</u> | <u>-</u>                 | <u>(1,096,000)</u>      | <u>(3,508,665)</u>                   |
| <b>Restricted fixed asset funds</b>   |  |                  |                    |                          |                         |                                      |
| DfE/ESFA capital grants               | 521,328                                | 107,514          | (41,656)           | -                        | -                       | 587,186                              |
| Capital expenditure from GAG          | 562,763                                | -                | (26,890)           | -                        | -                       | 535,873                              |
| Capital expenditure from other income | 10,192,561                             | -                | (270,067)          | -                        | -                       | 9,922,494                            |
|                                       | <u>11,276,652</u>                      | <u>107,514</u>   | <u>(338,613)</u>   | <u>-</u>                 | <u>-</u>                | <u>11,045,553</u>                    |

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**18. Statement of funds (continued)**

|                               | <i>Balance at<br/>1 September<br/>2018<br/>£</i> | <i>Income<br/>£</i>     | <i>Expenditure<br/>£</i>  | <i>Transfers<br/>in/out<br/>£</i> | <i>Gains/<br/>(Losses)<br/>£</i> | <i>Balance at<br/>31 August<br/>2019<br/>£</i> |
|-------------------------------|--|-------------------------|---------------------------|-----------------------------------|----------------------------------|--|
| <b>Total Restricted funds</b> | <u>9,070,989</u>                                 | <u>7,743,710</u>        | <u>(8,181,811)</u>        | <u>-</u>                          | <u>(1,096,000)</u>               | <u>7,536,888</u>                               |
| <b>Total funds</b>            | <u><u>9,056,391</u></u>                          | <u><u>8,586,963</u></u> | <u><u>(8,914,127)</u></u> | <u><u>-</u></u>                   | <u><u>(1,096,000)</u></u>        | <u><u>7,633,227</u></u>                        |

**19. Analysis of net assets between funds**

**Analysis of net assets between funds - current period**

|  | <b>Unrestricted<br/>funds<br/>2020<br/>£</b> | <b>Restricted<br/>funds<br/>2020<br/>£</b> | <b>Restricted<br/>fixed asset<br/>funds<br/>2020<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> |
|--|--|--|--|---------------------------------------|
| Tangible fixed assets                  | -  | -  | 10,719,265   | <b>10,719,265</b>                     |
| Current assets                         | 110,464                                      | 769,470                                    | 33,823   | <b>913,757</b>                        |
| Creditors due within one year          | -  | (385,130)                                  | (20,791)   | <b>(405,921)</b>                      |
| Provisions for liabilities and charges | -  | (3,651,000)                                | -  | <b>(3,651,000)</b>                    |
| <b>Total</b>                           | <u><u>110,464</u></u>                        | <u><u>(3,266,660)</u></u>                  | <u><u>10,732,297</u></u>                                   | <u><u>7,576,101</u></u>               |

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**19. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior period**

|  | <i>Unrestricted<br/>funds<br/>2019<br/>£</i> | <i>Restricted<br/>funds<br/>2019<br/>£</i> | <i>Restricted<br/>fixed asset<br/>funds<br/>2019<br/>£</i> | <i>Endowment<br/>funds<br/>2019<br/>£</i> | <i>Total<br/>funds<br/>2019<br/>£</i> |
|--|--|--|--|---|---------------------------------------|
| Tangible fixed assets                  | -  | -  | 11,034,445   | -   | 11,034,445                            |
| Current assets                         | 96,339                                       | 557,523                                    | 52,690   | -   | 706,552                               |
| Creditors due within one year          | -  | (486,188)                                  | (20,791)   | -   | (506,979)                             |
| Creditors due in more than one year    | -  | -  | (20,791)   | -   | (20,791)                              |
| Provisions for liabilities and charges | -  | (3,580,000)                                | -  | -   | (3,580,000)                           |
| <b>Total</b>                           | <b>96,339</b>                                | <b>(3,508,665)</b>                         | <b>11,045,553</b>  | <b>-</b>                                  | <b>7,633,227</b>                      |

**20. Reconciliation of net expenditure to net cash flow from operating activities**

|   | <b>2020<br/>£</b> | <b>2019<br/>£</b> |
|---|-------------------|-------------------|
| Net expenditure for the period (as per Statement of financial activities) | <b>(358,126)</b>  | <b>(327,164)</b>  |
| <b>Adjustments for:</b>   |                   |                   |
| Depreciation  | <b>343,092</b>    | 338,613           |
| Capital grants from DfE and other capital income                          | <b>(29,836)</b>   | (3,817)           |
| Interest receivable   | <b>(2,744)</b>    | (2,118)           |
| Defined benefit pension scheme cost less contributions payable            | <b>304,000</b>    | 236,000           |
| Defined benefit pension scheme finance cost                               | <b>68,000</b>     | 64,000            |
| (Increase)/decrease in stocks   | <b>(25,295)</b>   | 70                |
| Decrease/(increase) in debtors  | <b>34,694</b>     | (65,474)          |
| Decrease in creditors   | <b>(101,058)</b>  | (1,016)           |
| <b>Net cash provided by operating activities</b>                          | <b>232,727</b>    | <b>239,094</b>    |

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**21. Cash flows from financing activities**

|  | 2020<br>£       | 2019<br>£       |
|--|-----------------|-----------------|
| Repayments of borrowing                      | (20,791)        | (20,791)        |
| <b>Net cash used in financing activities</b> | <b>(20,791)</b> | <b>(20,791)</b> |

**22. Cash flows from investing activities**

|  | 2020<br>£    | 2019<br>£       |
|--|--------------|-----------------|
| Dividends, interest and rents from investments             | 2,744        | 2,118           |
| Purchase of tangible fixed assets                          | (27,912)     | (48,253)        |
| Capital grants from DfE Group                              | 29,836       | 3,817           |
| <b>Net cash provided by/(used in) investing activities</b> | <b>4,668</b> | <b>(42,318)</b> |

**23. Analysis of cash and cash equivalents**

|  | 2020<br>£      | 2019<br>£      |
|--|----------------|----------------|
| Cash at bank and in hand               | 634,052        | 417,448        |
| <b>Total cash and cash equivalents</b> | <b>634,052</b> | <b>417,448</b> |

**24. Analysis of changes in net debt**

|                          | At 1<br>September<br>2019<br>£ | Cash flows<br>£ | At 31<br>August 2020<br>£ |
|--------------------------|--------------------------------|-----------------|---------------------------|
| Cash at bank and in hand | 417,448                        | 216,604         | 634,052                   |
| Debt due within 1 year   | (20,790)                       | (1)             | (20,791)                  |
| Debt due after 1 year    | (20,791)                       | 20,791          | -                         |
|                          | <b>375,867</b>                 | <b>237,394</b>  | <b>613,261</b>            |

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**25. Contingent liabilities**

During the period of the Funding Agreement, in the event of the sale or disposal by other means of any asset for which a Government grant was received, the Academy is required to re-invest the proceeds or to repay to the Secretary of State for Education the same proportion of the proceeds of the sale or disposal as equates with the proportion of the original cost met by the Secretary of State.

Upon termination of the Funding Agreement, whether as a result of the Secretary of State or the Academy serving notice, the Academy shall repay to the Secretary of state sums determined by reference to:

- (a) the value at that time of the Academy's site and premises and other assets held for the purpose of the Academy; and
- (b) the extent to which the expenditure incurred in providing those assets was met by payments by the Secretary of State under the Funding Agreement.



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**26. Pension commitments**

The academy's employees belong to two principal pension schemes: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Lincolnshire County Council. Both are multi-employer defined benefit schemes.

The latest actuarial valuation of the TPS related to the period ended 31 March 2016 and of the LGPS 31 March 2016.

There were no outstanding or prepaid contributions at either the beginning or the end of the financial year.

**Teachers' Pension Scheme**

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies. All teachers have the option to opt-out of the TPS following enrolment.

The TPS is an unfunded scheme to which both the member and employer makes contributions, as a percentage of salary - these contributions are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

**Valuation of the Teachers' Pension Scheme**

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 23.68% of pensionable pay (including a 0.08% administration levy)
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million, giving a notional past service deficit of £22,000 million
- the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI, assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

The next valuation result is due to be implemented from 1 April 2023.

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**26. Pension commitments (continued)**

The employer's pension costs paid to TPS in the year amounted to £867,746 (2019 - £603,699).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website (<https://www.teacherspensions.co.uk/news/employers/2019/04/teachers-pensions-valuation-report.aspx>).

Under the definitions set out in FRS 102, the TPS is an unfunded multi-employer pension scheme. The academy has accounted for its contributions to the scheme as if it were a defined contribution scheme. The academy has set out above the information available on the scheme.

**Local Government Pension Scheme**

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2020 was £370,000 (2019 - £377,000), of which employer's contributions totalled £299,000 (2019 - £305,000) and employees' contributions totalled £ 71,000 (2019 - £72,000). The agreed contribution rates for future years are 21.4 per cent for employers and 5.5 to 19.2 per cent for employees.

As described in note the LGPS obligation relates to the employees of the academy, who were the employees transferred as part of the conversion from the maintained school and new employees who were eligible to, and did, join the Scheme in the year. The obligation in respect of employees who transferred on conversion represents their cumulative service at both the predecessor school and the academy at the balance sheet date.

Parliament has agreed, at the request of the Secretary of State for Education, to a guarantee that, in the event of academy closure, outstanding Local Government Pension Scheme liabilities would be met by the Department for Education. The guarantee came into force on 18 July 2013.

**Principal actuarial assumptions**

|  | 2020<br>% | 2019<br>% |
|--|-----------|-----------|
| Rate of increase in salaries                       | 2.5       | 2.7       |
| Rate of increase for pensions in payment/inflation | 2.2       | 2.3       |
| Discount rate for scheme liabilities               | 1.7       | 1.8       |

The current mortality assumptions include sufficient allowance for future improvements in mortality rates. The assumed life expectations on retirement age 65 are:

|                             | 2020<br>Years | 2019<br>Years |
|-----------------------------|---------------|---------------|
| <i>Retiring today</i>       |               |               |
| Males                       | 21.4          | 21.2          |
| Females                     | 23.7          | 23.5          |
| <i>Retiring in 20 years</i> |               |               |
| Males                       | 22.4          | 22.5          |
| Females                     | 25.2          | 25.2          |

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**26. Pension commitments (continued)**

**Sensitivity analysis**

|                             | 2020<br>£000 | 2019<br>£000 |
|-----------------------------|--------------|--------------|
| Discount rate -0.1%         | 214          | 223          |
| Salary increase rate +0.1%  | 19           | 29           |
| Pension increase rate +0.1% | 191          | 190          |

**Share of scheme assets**

The academy's share of the assets in the scheme was:

|                                     | 2020<br>£        | 2019<br>£        |
|-------------------------------------|------------------|------------------|
| Equities                            | 4,153,800        | 4,321,600        |
| Debt instruments                    | 1,204,000        | 947,200          |
| Property                            | 602,000          | 592,000          |
| Cash and other liquid assets        | 60,200           | 59,200           |
| <b>Total market value of assets</b> | <b>6,020,000</b> | <b>5,920,000</b> |

The actual return on scheme assets was £109,000 (2019 - £152,000).

The amounts recognised in the Statement of financial activities are as follows:

|   | 2020<br>£        | 2019<br>£        |
|---|------------------|------------------|
| Current service cost  | (603,000)        | (482,000)        |
| Past service cost   | -                | (59,000)         |
| Interest cost   | (68,000)         | (64,000)         |
| <b>Total amount recognised in the Statement of financial activities</b> | <b>(671,000)</b> | <b>(605,000)</b> |

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**NOTES TO THE FINANCIAL STATEMENTS  
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**26. Pension commitments (continued)**

Changes in the present value of the defined benefit obligations were as follows:

|                          | 2020<br>£        | 2019<br>£        |
|--------------------------|------------------|------------------|
| <b>At 1 September</b>    | <b>9,500,000</b> | <b>7,489,000</b> |
| Current service cost     | 603,000          | 482,000          |
| Interest cost            | 177,000          | 216,000          |
| Employee contributions   | 71,000           | 72,000           |
| Actuarial (gains)/losses | (582,000)        | 1,276,000        |
| Benefits paid            | (98,000)         | (94,000)         |
| Past service costs       | -                | 59,000           |
| <b>At 31 August</b>      | <b>9,671,000</b> | <b>9,500,000</b> |

Past service costs of £Nil (2019: £59,000) arose as a direct result of the McCloud judgement.

Changes in the fair value of the academy's share of scheme assets were as follows:

|                          | 2020<br>£        | 2019<br>£        |
|--------------------------|------------------|------------------|
| <b>At 1 September</b>    | <b>5,920,000</b> | <b>5,305,000</b> |
| Interest income          | 109,000          | 152,000          |
| Actuarial (losses)/gains | (281,000)        | 180,000          |
| Employer contributions   | 299,000          | 305,000          |
| Employee contributions   | 71,000           | 72,000           |
| Benefits paid            | (98,000)         | (94,000)         |
| <b>At 31 August</b>      | <b>6,020,000</b> | <b>5,920,000</b> |

**27. Operating lease commitments**

At 31 August 2020 the academy had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|  | 2020<br>£      | 2019<br>£      |
|--|----------------|----------------|
| Not later than 1 year                        | 158,352        | 124,111        |
| Later than 1 year and not later than 5 years | 135,760        | 242,305        |
|  | <b>294,112</b> | <b>366,416</b> |

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**WILLIAM FARR CHURCH OF ENGLAND COMPREHENSIVE SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**28. Members' liability**

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a member.

**29. Related party transactions**

Owing to the nature of the academy and the composition of the board of trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which the trustees have an interest. All transactions involving such organisations are conducted in accordance with the requirements of the Academies Financial Handbook, including notifying the ESFA of all transactions made on or after 1 April 2019 and obtaining their approval where required, and with the academy's financial regulations and normal procurement procedures relating to connected and related party transactions.

Expenditure - Party Transactions

Mrs J Hazzledine, spouse of a trustee, is employed by the academy trust as an Associate Assistant Headteacher, a teacher and Head of ICT. Mrs Hazzledine's appointment was made in open competition and Mr B Hazzledine was not involved in the decision making process regarding appointment. Mrs Hazzledine is paid within the normal pay scale for her role and receives no special treatment as a result of her relationship to a trustee.

Mrs E Stevenson, spouse of a trustee, is employed by the academy trust as a teacher. Mrs Stevenson's appointment was made in open competition and Mr S Stevenson was not involved in the decision making process regarding appointment. Mrs Stevenson is paid within the normal pay scale for her role and receives no special treatment as a result of her relationship to a trustee.

Mrs K Wicks-Randy, spouse of a trustee, was employed by the academy trust in the kitchen until her employment ceased on 22 November 2019. Mrs Wicks-Randy's appointment was made in open competition and Mr D Wicks-Randy was not involved in the decision making process regarding appointment. Mrs K Wicks-Randy was paid within the normal pay scale for her role and received no special treatment as a result of her relationship to a trustee. Mr D Wicks-Randy resigned as a trustee on 22 February 2020.

H.R. Solutions (GB) Limited, a company in which Mr D Subden is a director provided services to the academy trust during the year totalling £2,537 (2019: £357). The balance outstanding at the year end was £560 (2019: £Nil). The element above £2,500 has been provided at no more than cost and H.R. Solutions (GB) Limited has provided a statement of assurance confirming this.

**30. Agency arrangements**

The academy trust distributes 16 - 19 bursary funds to students as an agent for the ESFA. In the accounting period ending 31 August 2020 the trust received £9,958 (2019: £11,300) and disbursed £11,404 (2019: £9,030) from the fund. An amount of £9,919 (2019: £11,365) was undistributed at the year end and is included within creditors.



# WILLIAM FARR

C of E Comprehensive School

Duncan & Toplis Limited  
Chartered Accountants  
& Statutory Auditors  
15 Chequergate  
Louth  
Lincolnshire, LN11 0LJ

Dear Sirs

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as I consider necessary in connection with your assurance report on regularity to William Farr Church of England Comprehensive School and the Education and Skills Funding Agency (ESFA) for the year ended 31 August 2020. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy me that I can make each of the following representations. All representations are made to the best of my knowledge and belief.

## General

- 1 I have fulfilled my responsibilities as accounting officer under the requirements of the funding agreement between William Farr Church of England Comprehensive and the Secretary of State for Education and the Academies Financial Handbook 2020.
- 2 I acknowledge my personal responsibility to Parliament for the regularity and propriety of the public finances for which I am answerable; for the keeping of proper accounts; for effective internal controls; for prudent and economical administration; for the avoidance of waste and extravagance; for achieving value for money; and for the efficient and effective use of all the resources in my charge.
- 3 I acknowledge my responsibility to notify the governing body and the ESFA of any instances of material irregularity or impropriety, or non-compliance with the terms of the academy trust's funding agreement and have had due regard to the requirements of the Academies Financial Handbook 2020 in performing this duty.
- 4 Any instances of material irregularity, impropriety, or non-compliance discovered to date have been notified to the governing body and the ESFA.
- 5 Significant matters of which you should be aware have been brought to your attention including any instances of irregularity, impropriety or non-compliance with laws and regulations specific to the academy trust's authorising framework.
- 6 Full and free access has been granted to the all records, correspondence, information and explanations that you have considered necessary to enable you to perform your work.

Yours faithfully

.....  
Mr J Knowler  
Accounting Officer

William Farr Church of England Comprehensive School, Lincoln Road, Welton, Lincolnshire LN2 3JB

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